

EV 09 – Critical Incidents  
 Session 04 – LEPM/ Incident Command System  
 LD43 – Emergency Management

**Date Revised:** 12/09/19

**Event Goal:** To teach recruit officers how to respond to a critical incident.

**Session Goal:** Peace officers must have a basic understanding of the command systems used by both the State of California and the Federal Government.

**Learning Objectives:**

- Identify law enforcement First Responder roles and responsibilities associated with responding to a critical incident **[43.VI.A]**
- Recall the history of the Incident Command System (ICS) **[43.VI.B]**
- Identify the features of ICS **[43.VI.C]**
- Identify the five functional components of ICS **[43.VI.D]**
- Identify the components of the State of California Standardized Emergency Management System (SEMS) **[43.VI.E]**
- Identify the components of the National Incident Management System (NIMS) **[43.VI.F]**

**Session Time:** 2 Hours

<b>Resources:</b> <ul style="list-style-type: none"> <li>• Power Point</li> <li>• Classroom with tables</li> <li>• Audio/visual device</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Session Summary:</b> This module focuses on the basic principles of the Incident Command System, the Standardized Emergency Management System and the National Incident Management System</li> </ul>	
Outline	Instructor Notes
I. Command Systems <ul style="list-style-type: none"> <li>a. Identify law enforcement First Responder roles and responsibilities associated with responding to a critical incident <b>[43.VI.A] [LD26]</b></li> <li>b. At the onset of a major incident whether man-made, natural, or terrorist-related the focal point for successful resolution of the event is the law enforcement First Responder.</li> <li>c. Peace officers must understand their role when responding to a major incident and understand the importance of the Emergency Management Command System (EMCS) used in the state of California.</li> <li>d. Law enforcement first responders understand they will start to handle the situation with almost no resources, but they are on the way. The law enforcement First Responder needs to be concerned with officer safety, attending to casualties, setting up a perimeter, and establishing a command post.</li> </ul>	Facilitated discussion (2 hours) <b>[43.VIII.B]</b>  <b>[LD 26]</b> – Identifying the responsibilities of the first responding officer on the scene of an unusual occurrence

EV 09 – Critical Incidents  
Session 04 – LEPM/ Incident Command System  
LD43 – Emergency Management

<p>e. As resources arrive, law enforcement First Responder will be the person who briefs incoming personnel, deploys them and takes command of the situation. The law enforcement First Responder's actions and decisions will set the tone for the overall conduct of the operation.</p> <p>f. More than anything law enforcement First Responders must understand they will be on their own with only on-duty personnel available to help assist them. In the case of local emergencies, assistance in the form of law enforcement, fire and medical will begin to arrive within minutes, but for major events that require state and federal assistance it will take more time to respond.</p> <p>g. It is critical that law enforcement First Responders take command of the situation using Emergency Management Command Systems. It is essential that the law enforcement First Responders understand the basic tenants of the Incident Command System (ICS), the State of California Standardized Emergency Management System (SEMS and the National Incident Management System (NIMS).</p> <p>h. Other agencies (mutual aid, regional resources, state and federal agencies) are responding to support you, not to take over your incident.</p> <p>II. Recall the history of the Incident Command System (ICS) <b>[43.VI.B] [1]</b></p> <p>a. The Incident Command System (ICS) uses the military model of command and control; success of the system is based on the delegation of authority and responsibility. The ICS was adopted by the law enforcement community in the late 1980's and became widely used for all types of emergency management. Today all California law enforcement agencies by state law must use the ICS if they wish to receive monetary reimbursement for declared emergencies.</p> <p>b. The Incident Command System (ICS) in California developed in the following manner.</p> <ul style="list-style-type: none"><li>i. 1970's – Developed by California's Fire Resources of California Organizes for Potential Emergencies (FIRESCOPE) program; fire services began to use ICS to manage incidents</li><li>ii. 1980's – Law Enforcement Incident Command System (LEICS) brought principles of ICS into Law Enforcement</li><li>iii. 1990's – National curriculum ("generic" ICS) developed; Standardized Emergency Management System (SEMS) adopted in</li></ul>	<p><b>[1] ASK</b> – Do you think there may be a need for a systematic approach to large mass casualty incident?</p> <ul style="list-style-type: none"><li>• Answer – Yes. Officers must know what their mission is and who to report to for that mission.</li></ul>
--	---

EV 09 – Critical Incidents  
Session 04 – LEPM/ Incident Command System  
LD43 – Emergency Management

<p style="text-align: center;">California.</p> <p>III. Identify the features of ICS <b>[43.VI.B]</b></p> <ul style="list-style-type: none"><li>a. One of the advantages of the Incident Command System (ICS) for California law enforcement is the use of common terminology and common features which allow for greater command and control. The features of the system allow command officers the ability to exercise flexibility over the command system. The flexibility of the system results in improved operational efficiency.</li><li>b. Every ICS has several primary features <b>[43.VI.C]</b><ul style="list-style-type: none"><li>i. Common Terminology</li><li>ii. Position titles and organizational units are standardized</li><li>iii. Common names are established for resources and facilities</li><li>iv. Clear text is used for all radio traffic</li></ul></li><li>c. Modular Organization<ul style="list-style-type: none"><li>i. The system adjusts to the needs of the incident</li><li>ii. Functional units are staffed as needed</li><li>iii. When any unit is not staffed, responsibility from the function remains with the next higher level</li><li>iv. Develops from the top down</li><li>v. Flexible to meet the complexity and size of the incident</li></ul></li><li>d. Integrated communications <b>[2]</b><ul style="list-style-type: none"><li>i. A communications plan is established for each incident</li><li>ii. Frequency designations</li><li>iii. Call signs</li><li>iv. Standard Operating Procedures (SOP)</li></ul></li><li>e. Incident Action Plan (IAP)<ul style="list-style-type: none"><li>i. The incident Action Plan is developed for each Operational Period which is usually 12 hours</li><li>ii. An Operational Period is a designated segment of time which varies with the incident</li><li>iii. An Incident Action plan sets forth:<ul style="list-style-type: none"><li>1. Goals (strategic guidance)</li><li>2. Objectives (operational direction)</li><li>3. Specific Assignments</li><li>4. Operational Resources</li></ul></li><li>iv. The Incident Action Plan provides uniform guidance to all response elements</li></ul></li><li>f. Unity of Command<ul style="list-style-type: none"><li>i. Reporting relationships are clearly understood</li><li>ii. No matter what position you are assigned to,</li></ul></li></ul>	<p><b>[2] ASK-</b> Why is it important to have integrated communications?</p> <ul style="list-style-type: none"><li>• Answer – Each incident is different. Call signs, the frequency you will be on, and what are the</li></ul>
---	---

EV 09 – Critical Incidents  
 Session 04 – LEPM/ Incident Command System  
 LD43 – Emergency Management

<p style="text-align: center;">you have one “boss.”</p> <ul style="list-style-type: none"> <li>g. Span of Control       <ul style="list-style-type: none"> <li>i. The number of individuals or resources that one supervisor can manage effectively</li> <li>ii. Range: 3 to 7</li> <li>iii. Optimum is 1 supervisor to 5 individuals or resources</li> </ul> </li> <li>h. Designated Incident Facilities       <ul style="list-style-type: none"> <li>i. Incident Command Post [LD26]           <ul style="list-style-type: none"> <li>1. one incident command post per incident,</li> <li>2. houses the Incident Commander and command staff</li> <li>3. planning and communications</li> <li>4. agency representatives</li> </ul> </li> <li>ii. Staging Area</li> <li>iii. Personnel and equipment temporarily assigned for deployment</li> <li>iv. Base – Logistic and Administration are coordinated and located</li> <li>v. Camp – Resources that support the base</li> <li>vi. <u>Helispot</u> – Temporary locations at an incident</li> <li>vii. <u>Helibase</u> – Location where air operations are conducted</li> </ul> </li> <li>i. Comprehensive Resource Management       <ul style="list-style-type: none"> <li>i. Consolidated control of resources</li> <li>ii. Reduces communication load</li> <li>iii. Reduces self-assignment</li> <li>iv. Maximizes use of limited resources</li> </ul> </li> </ul> <p>IV. Identify the five functional components of ICS [43.VI.D] [3]</p> <ul style="list-style-type: none"> <li>a. Five ICS functions       <ul style="list-style-type: none"> <li>i. Command</li> <li>ii. Overall policy and guidance for the incident</li> <li>iii. Incident Commander</li> <li>iv. Deputy Incident Commander (IC)</li> <li>v. Unified Command</li> </ul> </li> <li>b. Operations       <ul style="list-style-type: none"> <li>i. Commonly organized by functional branches</li> <li>ii. Implements the action/operational plan to deal with the incident</li> <li>iii. Allocates resources to the incident</li> <li>iv. Communicates with field units and other command centers</li> </ul> </li> <li>c. Planning/Intelligence       <ul style="list-style-type: none"> <li>i. Collect, evaluate, and disseminate information</li> <li>ii. Prepare an action/operational plan</li> <li>iii. Maintain documentation of the response effort</li> </ul> </li> </ul>	<p style="text-align: center;">SOP’s for the incident.</p> <p><b>[LD26]</b> – Basic components of the Incident Command System</p> <p><b>[3] ASK</b>-What is the advantage of having a systematic approach to large incidents?</p> <ul style="list-style-type: none"> <li>• Answer – Allows the officers to stay on task. You are given a certain area of assignment and must carry out your mission for ICS to work.</li> </ul>
---	---

EV 09 – Critical Incidents  
Session 04 – LEPM/ Incident Command System  
LD43 – Emergency Management

<ul style="list-style-type: none"><li>iv. Prepare demobilization plans</li><li>v. May incorporate technical specialists</li><li>vi. Responsible for situational reporting</li><li>d. Logistics<ul style="list-style-type: none"><li>i. Provide resources to the overall operation</li><li>ii. Support the responders</li></ul></li><li>e. Finance/Administration<ul style="list-style-type: none"><li>i. Administrative concerns</li><li>ii. Compensation and claims</li><li>iii. Begin documentation to support disaster claims</li><li>iv. The last section to be staffed out</li></ul></li></ul> <p>V. Identify the components of the State of California Standardized Emergency Management System (SEMS) <b>[43.VI.E]</b></p> <ul style="list-style-type: none"><li>a. The California Standardized Emergency Management System (SEMS) was developed after the Alameda County, San Francisco, Oakland, Loma Prieta earthquake in 1989 and the Oakland Hills fire of 1991. Authority for the mandatory use of SEMS is found in the <i>California Government Code Section 8607(a)</i>.</li><li>b. Standardized Emergency Management System (SEMS)</li><li>c. SEMS is designed to ensure that all public agencies have a common system to utilize while we responding to all types of emergencies. The components of SEMS are:<ul style="list-style-type: none"><li>i. Incident Command System</li><li>ii. Operational Area Concepts</li><li>iii. Mutual Aid Agreements/Plans</li><li>iv. Multi Agency Coordination</li></ul></li><li>d. Incident Command System (ICS)<ul style="list-style-type: none"><li>i. Incident Command System (ICS) is the common command structure all public agencies use to manage any type of emergency in the State of California. ICS is established by state law and any public agency to seek reimbursement for the declared emergencies the agency must have used ICS as a command system during the emergency.</li><li>ii. SEMS incorporates ICS as the official command system for the State of California and ICS is used by both local and state agencies during emergency management.</li></ul></li><li>e. SEMS request levels: The State of California is divided into Operational Areas for the purposes of emergency management. Each Operational Area cooperates with the local Emergency Operations Center (EOC) for resource requests and information sharing. Operational Area coordinates all local requests and funnels information to the State of California’s Regional</li></ul>	
---	--

EV 09 – Critical Incidents  
 Session 04 – LEPM/ Incident Command System  
 LD43 – Emergency Management

<p>Emergency Operations Center. The Regional Emergency Operations Center funnels information requests to the State of California’s Office of Emergency Services (OES) <b>[LD26]</b></p> <p>f. Mutual Aid: Public agencies operate under Mutual Aid agreements, they include; Law Enforcement, Fire Services, Coroner’s Office, Urban Search and Rescue, Emergency Managers, Emergency Medical Services, Public Health, and others. SEMS incorporates mutual aid as a part of its official response strategy. They use the “Step-up” system for requesting mutual aid:</p> <ul style="list-style-type: none"> <li>i. Field Requests</li> <li>ii. Local Government level requests</li> <li>iii. Operational Area level requests</li> <li>iv. Regional level requests</li> <li>v. State level requests</li> <li>vi. Gubernatorial level requests for federal aid</li> </ul> <p>g. When requesting mutual aid the following conditions must exist:</p> <ul style="list-style-type: none"> <li>i. An emergency must exist or be imminent</li> <li>ii. The “Requesting Agency” must have reasonably committed most of available, on-duty personnel to the incident. This is generally considered to be one-half of the agencies workforce on 12 hour shifts</li> <li>iii. There must be a mission to be performed</li> </ul> <p>h. Multi-Agency Coordination: The Multi-Agency Coordination System provides the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multi-agency coordination system include facilities, equipment, Emergency Operations Center (EOC), specific multi-agency coordination entities, personnel, procedures, and communications.</p> <p>i. Components of the National Incident Management System (NIMS) <b>[43.VI.F]</b></p> <p>j. The National Incident Management System (NIMS) was created after the terrorist attacks on September 11, 2001, by Presidential Directive 5 and Presidential Directive 8. NIMS is the command system used for all nationally declared emergencies in the United States. <b>[4]</b></p> <p>k. National Incident Management System (NIMS) <b>[LD26]</b>      The National Incident Management System (NIMS) authority is derived from Homeland Security Presidential Directives 5 and 8 (HSPD -5 &amp; 8).</p>	<p><b>[LD26]</b> – Basic components of ICS</p> <p><b>[4] ASK-</b> Why is it important to have a National way to handle large incidents?</p> <ul style="list-style-type: none"> <li>• Answer –With a national system all entities work together there is no independence. All areas work in unison.</li> </ul>
---	---

EV 09 – Critical Incidents  
Session 04 – LEPM/ Incident Command System  
LD43 – Emergency Management

<p>NIMS provides a flexible framework that facilitates government and private entities at all levels working together through standardized organizational structures. NIMS consists of six components:</p> <ul style="list-style-type: none"><li>i. Command and Management</li><li>ii. Preparedness</li><li>iii. Resource Management</li><li>iv. Communications and Information Management</li><li>v. Supporting Technologies</li><li>vi. Ongoing Management and Maintenance</li></ul> <p>l. Command and Management: In an incident management organization, the Command Staff consists of the Incident Commander and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed. NIMS uses the Incident Command System for the official command structure.</p> <p>m. Preparedness: Preparedness is the range of deliberate critical tasks and activities necessary to build and sustain operational capability. Preparedness is a continuous process involving efforts at all levels of government, between government and private-sector and nongovernmental organizations.</p> <p>n. Resource Management: There are five key principles for resource management</p> <ul style="list-style-type: none"><li>i. Advance Planning- preparedness organizations working together before an incident to develop plans for managing and using resources</li><li>ii. Resource Identification and Ordering- using standard processes and methods to identify, order, mobilize, dispatch, and track resources</li><li>iii. Categorizing Resources- by size, capacity, capability, skill and other characteristics. Facilitates the use of national standards for “typing” resources and “certifying” personnel</li><li>iv. Use of Agreements- Developing pre-incident agreements for providing or requesting resources</li><li>v. Effective Management- Using validated practices to perform key resource management tasks</li></ul> <p>o. Communications and information management: NIMS communications and information systems enable the essential functions needed to provide a common operating picture and interoperability for:</p>	
--	--

EV 09 – Critical Incidents  
Session 04 – LEPM/ Incident Command System  
LD43 – Emergency Management

<ul style="list-style-type: none"><li>i. Incident management communications</li><li>ii. Information management</li><li>iii. Interoperability standards</li></ul> <p>p. The NIMS concepts and principles upon which communications and information management are based on:</p> <ul style="list-style-type: none"><li>i. A common operating picture that is accessible across jurisdictions and agencies necessary to ensure consistency at all levels, among those who respond to or manage incident response, and</li><li>ii. Common communications and data standards fundamental to effective communications, both within and outside of the incident response structure and are enhanced by an adherence to standards.</li></ul> <p>q. Supporting technologies: NIMS will leverage science and technology to improve capabilities at a lower cost. To accomplish this, NIMS will base its supporting technology standards on five key principles:</p> <ul style="list-style-type: none"><li>i. Interoperability and Computability: Systems must be able to work together</li><li>ii. Technology Support: All organizations using NIMS will be able to enhance all aspects of incident management and emergency response</li><li>iii. Technology Standards: National standards will facilitate interoperability and compatibility of major systems</li><li>iv. Broad Based Requirements: NIMS provides a mechanism for aggregating and prioritizing new technologies, procedures, protocols, and standards</li><li>v. Strategic Planning, Research and Development: The National Integration Center (NIC) will coordinate the Department of Homeland Security to create a National Research and Development Center</li></ul> <p>r. On-going management and maintenance: The Department of Homeland Security established the National Integration Center (NIC) to provide strategic direction and oversight for the NIMS program. NIMS must be supported by ongoing training at every level, management, supervisory and field law enforcement First Responders. The system must be constantly updated. Threat assessments and revised standing plans to reflect new and emerging threats should be accomplished at least once a year and more often when</p>	
---	--



EV 09 – Critical Incidents  
Session 04 – LEPM/ Incident Command System  
LD43 – Emergency Management

<p>needed. NIMS must be practiced and rehearsed by using scenario training, table top exercises, and where possible full field exercises. Testing, training and exercises should be frequent and no less than once a year.</p>	
--	--