

# **ISLAND COUNTY**

## **2008 National Incident Management System (NIMS) Implementation Plan**

**February 2008**

**Prepared by the Island County Department of Emergency Management**







## **Island County 2008 National Incident Management System (NIMS) Implementation Plan**

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## Island County 2008 National Incident Management System (NIMS) Implementation Plan

### FOREWORD

This 2008 Implementation Plan supercedes all previous Island County NIMS Implementation Plans.

This implementation plan continues the Federally mandated actions required to implement the NIMS. Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*, contains the guidance to originate and implement this system. NIMS provides a consistent nationwide approach for federal, state, local, and tribal governments to work together effectively and efficiently to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

The current NIMS document was published in March 2004. In August 2007 an up-date draft of the NIMS document was made available. As of the date of this implementation plan the 2004 document is still in effect. Additionally the National Response Plan (NRP) is being replaced by the National Response Framework (NRF). The NRF is due to go into effect sometime in March-April of 2008. Information about the NRF can be found at: [www.fema.gov/nrf](http://www.fema.gov/nrf). As part of the change to the NRF, IS-800 formerly an Introduction to the NRP is being revised and is expected to be reissued as IS-800, An introduction to the NRF in February 2008.

The previously required minimum implementation requirements were laid out in the 2007 and previous NIMS Implementation Plans. The annual required implementation requirements have been met by the participating jurisdictions in Island County. This 2008 implementation plan provides guidance for the continued maintenance of those prior tasks and implementation of the Federal Fiscal Year (FFY) 2008 requirements. **NIMS implementaton guidance requires that directed annual implementation tasks be completed by 30 September 2008.**

Implementing the NIMS strengthens Island County's capability and resolve to fulfill its responsibilities to county residents in times of emergency. This 2008 NIMS Implementation Plan continues the process of ensuring that Island County has planned adequately to incorporate the NIMS into our emergency response policies, plans, procedures, and operations.

David Hollett  
Deputy Director  
Department of Emergency Management

## SECTION I: GENERAL

### I-1. Purpose

This document establishes the Island County NIMS Implementation Plan for Federal Fiscal Year 2008 to ensure the county complies with HSPD-5, *Management of Domestic Incidents* and accomplishes 2008 implementation goals. It also promotes the institutionalization of previous required planning and training.

### I-2. Authorities

- a. DHS, *National Incident Management System*, March 1, 2004. (under revision)
- b. Letter, No Subject, Secretary, Department of Homeland Security to State Governors, 8 September 2004.

### I-3. References

- a. Homeland Security Act of 2002.
- b. HSPD-5, *Management of Domestic Incidents*.
- c. HSPD-8, *National Preparedness*.
- d. National Response Framework (NRF), January 2008
- e. DHS, *National Incident Management System*, March 1, 2004. (under revision)
- f. Fiscal Year 2007 Homeland Security Grant Program, Program Guidelines and Application.
- g. Tribal Government and Local Jurisdiction Compliance Activities: Federal Fiscal Year 2008 (October 1, 2007 – September 20, 2008) [DRAFT]
- h. FY07 NIMS Training Guidelines, The NIMS Integration Center (NIC), 1 March 2007
- i. Five-Year NIMS Training Plan, DRAFT of 6 Sept 2007

### I-4. Definitions and Acronyms

NIMS definitions can be found in the Washington State NIMS implementation Plan or at the NIMS Integration Center (NIC) web site. A list of acronyms used in this document can be found at Annex C.

### I-5. Scope

- a. This document outlines how the county plans to continue NIMS implementation through **30 September 2008** and beyond.
- b. The provisions of this document apply to all Island County policies, plans, procedures, and emergency management and emergency response training programs.
- c. The provisions of this document apply to all departments of Island County government. Separate political and special jurisdictions with first response or emergency response assets operating in Island County may adopt this plan or originate their own implementation plan that meets the requirements as outlined in Section II and the implementation requirements in Annex A.

### I-6. Responsibilities

- a. The Island County Department of Emergency Management (DEM) is responsible for planning, execution, monitoring the implementation of NIMS in Island County.

- (1) **The Island County DEM, is the single point of contact for NIMS implementation in Island County.**
- (2) DEM will draft, coordinate, and publish the Island County 2008 NIMS Implementation Plan.
- (3) DEM will continue to coordinate with the departments of the county. DEM will provide information, assistance, and assessment to other jurisdictions or special districts on request.
- (4) DEM will monitor implementation progress and submit required implementation reports to the Washington State EMD.
- (5) NLT 30 September 2008, DEM will certify that the departments of Island County government have met implementation requirements for 2008.

b. Specified County Department Directors:

- (1) Review 2008 NIMS implementation requirements as identified in Annex A. Take positive and timely actions to meet NIMS implementation requirements.
- (2) Review NIMS training Guidelines (Annex B) and identify specific training requirements by position. Implement training as soon as possible.

c. Participating Island County Jurisdictions:

- (1) Adopt the Island County 2008 NIMS Implementation Plan or originate a separate plan and comply with NIMS implementation and reporting requirements.
- (2) Review 2007 and 2008 NIMS implementation requirements in Annex A. Take positive and timely actions to meet NIMS implementation requirements.
- (3) Review 2008 NIMS training Guidelines (Annex B) and identify specific training requirements by position. Implement training as soon as possible.
- (4) **NLT 30 September, submit the EMD on-line NIMS Implementation Report.**

d. All personnel with authority over emergency response programs or assets:

- (1) Take steps to ensure NIMS implementation is accomplished in accordance with the Island County or applicable local NIMS Implementation Plan timeline. As a minimum, meet FFY 2008 NIMS implementation requirements **NLT 30 September 2008.**
- (2) Ensure that as new personnel are added to each organization, they receive NIMS Introduction training (IS-700), Introduction to ICS (IS-100) and NIMS-ICS training appropriate to their level of responsibility and ICS function or position. During planning and training program reviews, ensure that NIMS compliance is addressed and training programs updated to include NIMS ICS.
- (3) Accomplish a review of personnel, teams, and equipment and prepare an inventory of those assets according to the NIMS latest approved resource typing definitions.
- (4) Insure that Island County response plans, standing operating procedures, and other emergency related plans include and comply with the NIMS.

| Position Title | Point of Contact | Office Telephone | Responsibilities to Ensure Full Adoption of the NIMS |
|----------------|------------------|------------------|--|
|----------------|------------------|------------------|--|

|                           |                 |                         |  |
|---------------------------|-----------------|-------------------------|--|
| Deputy Director, DEM      | David Hollett   | 679-7370                | Deputy Director, DEM and certifying official |
| IC Sheriff                | Mark Brown      | 679-7310                | Plans, Training, Resource Typing             |
| Director, PW              | Bill Oakes      | 679-7346                | Plans, Training, Resource Typing             |
| Director, Public Health   | Tim McDonald    | 679-7350                | Plans, Training, Resource Typing             |
| WGH Emergency Coordinator | Larry Wall      | (360) 678-7620          | Plans, Training, Resource Typing             |
| WGH EMS Manager           | Larry Wall      | (360) 678-7620          | Plans, Training, Resource Typing             |
| Director, ICOM            | Tom Shaughnessy | (360) 679-6792          | Plans, Training                              |
| Island Transit            | Phyllis Brett   | (360) 678-7771          | Plans, Training, Resource Typing             |
| Chief, OHPD               |                 | (360) 679-5551          | Plans, Training, Resource Typing             |
| Chief, OHFD               | Mark Soptich    | (360) 279-4700          | Plans, Training, Resource Typing             |
| Director, OH PW           | Cathy Rosen     | (360) 279-4500<br>x4751 | Plans, Training, Resource Typing             |
| Coupeville Marshal        | David Penrod    | (360) 678-4461          | Plans, Training, Resource Typing             |
| Coupeville Maintenance    | Malcolm Bishop  | (360) 678-4461 x 4      | Plans, Training, Resource Typing             |
| City of Langley           |                 | (360) 221-4246          | Plans, Training, Resource Typing             |
| Chief, FD 1               | Mike Ganz       | (360) 629-3008          | Plan. Training, Resource Typing              |
| Chief, FD 2               | Marv Koorn      | (360) 675-1131          | Plans, Training, Resource Typing             |
| Chief, FD 3               | Dan Stout       | (360) 321-1533          | Plans, Training, Resource Typing             |
| Chief, FD 5               | Joe Biller      | (360) 678-3602          | Plans, Training, Resource Typing             |

**Figure I-1. Identification of Key Personnel and Specified County Departments and Separate Jurisdictions**

## SECTION II: CONCEPT OF IMPLEMENTATION

### II-1 Minimum FFY 2008 NIMS Implementation Requirements – County and Local

The minimum implementation requirements are identified in Annex A

### II-2. 2008 Timelines for NIMS Implementation.

NIMS 2008 implementation requirements do not start and stop with each year. The implementation program is intended to make NIMS and NIMS ICS an integral part of each department and organization's training program and normal operations. Using the NIMS Training Guidance (at Annex B), supervisors must continually evaluate who is required to receive NIMS orientation training (IS-700) and incident command system (ICS) training at each skill level. While IS-800, National Response Framework (NRF) [under revision] training is highly encouraged for all department heads, elected officials, and other senior supervisors, DEM will only track IS-800 training for the two positions in DEM. Each organization will complete requirements according to their operational schedule and resources. In any case, the identified 2008 requirements must be completed and the completion status reported not later than 30 September 2008. (Reporting is discussed in Section VI of this plan.)

## SECTION III: STAFF TRAINING

### III-1. Identification of Training Requirements

FY 2008 NIMS Implementation training is listed in Figure III-1 and Annex B, NIMS Training Guidelines. The list of NIMS and ICS training available from the FEMA Emergency Independent Study (IS) program can be found at the following web link:

<http://www.fema.gov/emergency/nims/1>

IS-700 and IS-100 continues to be required for all first responders, EOC personnel, and volunteers working in an ICS environment. **Each department head or jurisdiction supervisor should review the training guidance at Annex B and identify the appropriate positions in their organizations that should receive NIMS training and the courses appropriate for that position or duty.** Additional courses from other sources may be required based on department, jurisdiction, or professional requirements. An alternate source of on-line training for some courses is the Washington Homeland Security Institute (HSI) at:

<http://www.hsi.wa.gov/index.html>

The HSI currently offers four NIC approved alternate courses listed in Figure III-1. New personnel should all be provided the appropriate training as part of their initial job or position certification. **Initial ICS-300 training is required to be completed by 30 September 2008. Initial ICS-400 training is to be completed by September 2009.**

| Training Course/ Compliance Reporting Date  | Target Training Audience                                       |
|---|--|
| EMI IS-700 National Incident Management System (2005)   | Required for all personnel                                     |
| Washington HSI, NIMS, An Introduction (approved alternate to IS-700)  |  |
| EMI IS-100 Intro to ICS (any version) (2005)  | (as required by duties) <sup>1</sup>                           |
| Washington HSI, Intro to ICS (approved alternate to IS-100)   |  |
| EMI IS-200, Basic Incident Command System (ICS) (2005)  | (As required by duties) <sup>1</sup>                           |
| Washington HIS, IS-200, Basic Incident Command System (ICS)   |  |
| EMI IS-300, Intermediate ICS, September 2008  | (As required by duties and position)                           |
| EMI IS-400, Advanced ICS , September 2009   | (As required by duties and position)                           |
| EMI IS-800, National Response Framework (NRF) An Introduction (2005) [revised class due for release in February 2008] | IC DEM, suggested for Senior Mgrs, Senior Personnel, EOC staff |
| Washington HIS, IS-800.A, National Response Plan  | (As required by position and duties)                           |

Figure III-1. NIMS Implementation Courses

### III-2. Five-Year NIMS Training Plan

The Five-Year NIMS Training Plan is currently a draft document available for review on the NIMS web site. A summary of the five-year plan is at ANNEX C. What can be seen is the likely requirement to train some individuals in specialties related to the NIMS components. First response organization directors and supervisors should review this list and the Five-Year NIMS Training Plan and determine if any of this training will be required of personnel in their organization or will their emergency plans require personnel to be trained in these specialties. As of the date of this Island County plan, the following courses: IS-701, IS-702, IS-703, and IS-706 are available on the FEMA, EMI Independent Study Program (ISP) web site:

1. Or equivalent course. See NIMS Training Guidance, Annex B

<http://training.fema.gov/IS/crslst.asp>

## SECTION IV: MODIFICATION OF PLANS, PROCEDURES, AND POLICIES

### IV-1. Identification of Plans, Procedures, and Policies

The following chart identifies plans, procedures, and policies requiring enhancement modification to reflect full adoption of the NIMS.

| Agency Name     | Point of Contact   | Office Telephone | E-Mail Address   | Plan, Procedure, or Policy |
|-----------------|--------------------|------------------|--|----------------------------|
| IC DEM          | Mike Simmons       | 679-7370         | <a href="mailto:Mike_Simmons@co_island.wa.us">Mike_Simmons@co_island.wa.us</a> | CEMP                       |
| IC DEM          | Mike Simmons       | 679-7370         | <a href="mailto:Mike_Simmons@co_island.wa.us">Mike_Simmons@co_island.wa.us</a> | Terrorism Annex to CEMP    |
| IC DEM          | Mike Simmons       | 679-7370         | <a href="mailto:Mike_Simmons@co_island.wa.us">Mike_Simmons@co_island.wa.us</a> | EOP                        |
| Langley         |                    | 221-4246         |  | EOP                        |
| O.H. Fire Dept. | Chief Mark Soptich | 279-4700         | Mark.Soptich@oakharbor.org   | CEMP/EOP                   |

**Figure IV-1. Identification of Plans, Procedures, and Policies**

### IV-2. Modification Schedule

The following chart identifies when the above-listed plans, procedures, and policies met reflect NIMS compliance.

| Agency Name | Plan, Procedure, or Policy | Strategy for NIMS Implementation | Adoption Date  |
|-------------|----------------------------|----------------------------------|----------------|
| IC DEM      | EOP                        | <b>Completed</b>                 | September 2005 |
| IC DEM      | Terrorism Annex to CEMP    | <b>Completed</b>                 | July 2005      |
| IC DEM      | CEMP                       | <b>Completed</b>                 | November 2005  |
| Langley     | EOP                        | <b>Completed</b>                 | November 2006  |
| Oak Harbor  | CEMP/EOP                   | <b>Completed</b>                 | September 2005 |

**Figure IV-2. Schedule for Modification of Existing Plans, Policies, and Procedures**

### IV-3. Resource Management

The NIMS emphasizes the importance of maintaining accurate and up-to-date information on resource management and use as a critical component of domestic incident management. Refer to FEMA's National Mutual Aid and Resource Management Initiative for the basis to type, inventory, order, and track federal, state, and local assets to support equipment and personnel compatibility required for mutual aid agreements. Approved and draft NIMS resource typing definitions for the most commonly requested response resources are available at:

<http://www.fema.gov/emergency/nims/rm/rt.shtm>

County departments and separate jurisdictions will develop or update their resource inventories in accordance with the NIMS type definitions. Resources that have not yet been typed should be defined by capacity and

capability in accordance with other discipline specific resource typing methodologies such as those for fire services. Up-to-date inventories of properly typed response assets are critical to an effective NIMS implementation and effective incident response and sustainment. **A completed NIMS resource-typed inventory is an implementation requirement for 2008.**

The following chart indicates the requirements for developing or updating a comprehensive inventory of response resources typed by the published NIMS Resource Type definitions.

| Agency Name                     | Timeline for Completion  |
|---------------------------------|--------------------------|
| Island County DEM               | Completed - NA           |
| Island County Sheriff           | Completed - NA           |
| Island County Public Works      | Inventoried – (Sep 2008) |
| Island County Health Dept.      | Completed - NA           |
| Island Communications 911       | Completed - NA           |
| Whidbey General Hospital        | Completed - NA           |
| Whidbey General Hospital-EMS    | Completed - NA           |
| Coupeville Marshal's Office     | Completed – Feb 2006     |
| Coupeville Maintenance Dept.    | Completed Sept 2006      |
| Langley Police Department       | Completed, 2006          |
| Langley Maintenance Dept.       | Completed Sep 2006       |
| Oak Harbor Police Department    | Inventoried – (Sep 2008) |
| Oak Harbor Fire Department      | Inventoried – (Sep 2008) |
| Oak Harbor Public Works         | Inventoried – (Sep 2008) |
| Camano Island Fire and Rescue   | Completed, 2006          |
| North Whidbey Fire and Rescue   | Completed Feb 2006       |
| Central Whidbey Fire and Rescue | Completed, 2006          |
| South Whidbey Fire and Rescue   | Completed Jan 2006       |

**Figure IV-3. Requirements for Developing an Inventory of Resources**

**NOTE:** COMPLETED NA: Indicates that the NIMS definitions were reviewed  
No definitions applied to this organization or its equipment.

A typical strategy for resource typing is to review current inventory types, compare them to NIMS typing guidelines and “revise local resource inventories to comply with “NIMS Resource Management typing guidelines.” Items not currently covered by NIMS type definitions will be listed as “other” and continue to be listed by current description or definition. Organizations will then annually review NIMS resource definitions and reclassify their inventory as necessary.

## SECTION V: EMERGENCY OPERATIONS PLANS (EOP)

### V-1 Identification of Emergency Operations Plans (EOPs)

The following table identifies all known EOPs.

| Agency Name | Point of Contact   | Office Telephone | E-Mail Address   | Plan, Procedure, or Policy |
|-------------|--------------------|------------------|--|----------------------------|
| IC DEM      | Mike Simmons       | 679-7370         | <a href="mailto:mike_simmons@co.island.wa.us">mike_simmons@co.island.wa.us</a> | IC EOP                     |
| Langley     |                    | 221-4246 ext21   |  | Langley EOP                |
| Oak Harbor  | Chief Mark Soptich | 279-4700         | <a href="mailto:MSoptich@oakharbor.org">MSoptich@oakharbor.org</a>             | O.H. CEMP/EOP              |

**Figure V-1. Identification of EOPs**

**V-2. NIMS Guidance**

DEM will use the following checklist to track its progress of enhancing its EOP to reflect full NIMS adoption. Other jurisdictions with EOP’s should consider using this or a similar checklist to ensure NIMS and ICS integration.

The following checklist was adopted directly from the NIMS (NIMS, Chapter III Section B-2-a-1, page 35) and illustrates the status of NIMS incorporation into the department’s EOPs.

| EOP Title  | Checklist | Adoption Date   |
|--|-----------|-----------------|
| Defines the scope of preparedness and incident management activities necessary for the jurisdiction.   |           | Completed 09/05 |
| Describes organizational structures, roles and responsibilities, policies, and protocols for providing emergency support.                      |           | Completed 09/05 |
| Facilitates response and short-term recovery activities.   |           | Completed 09/05 |
| Is flexible enough to use in all emergencies?  |           | Completed 09/05 |
| Describes the EOP purpose.   |           | Completed 09/05 |
| Describes the EOP situation and assumptions.   |           | See CEMP        |
| Describes the EOP concept of operations.   |           | Completed 09/05 |
| Describes the EOP organization and assignment of responsibilities.   |           | Completed 09/05 |
| Describes the administration and logistics of the EOP.   |           | Completed 09/05 |
| Describes EOP development and maintenance.   |           | Completed 09/05 |
| Describes the EOP authorities and references.  |           | Completed 09/05 |
| Contains functional annexes.   |           | Completed 09/05 |
| Contains hazard-specific appendices.   |           | See CEMP        |
| Contains a glossary.   |           |                 |
| Pre-designates jurisdictional and/or functional area representatives to the Incident Commander (IC) or Unified Command (UC) whenever possible. |           | NA              |
| Includes pre-incident and post-incident public awareness, education, and communications plans and protocols.                                   |           | See CEMP        |

**Figure V-2. Checklist for a NIMS-Compliant EOP – Island County EOP**

**SECTION VI: QUARTERLY COUNTY IMPLEMENTATION PROGRESS**

**Report – Requirement Deleted**

In previous years, Washington State Emergency Management Division (EMD) has directed that each county or jurisdiction with a separate emergency management office report quarterly on the progress made in achieving the NIMS implementation goals. The quarterly report requirement was dropped in 2007. Additionally, with the requirement to submit corrective action plans for not meeting Tier I requirements, Island County DEM stopped consolidated NIMS implementation reporting. Currently DEM only reports for Island County departments. **All separate jurisdictions or response organizations now complete their own on-line NIMS implementation report to the Washington State EMD. The on-line implementation report can be accessed at:**

[www.emd.wa.gov](http://www.emd.wa.gov)

## ANNEX A

### FY 2008 NIMS Compliance Activities for States/Territories and Local Governments: Nationwide Comment Period

## ANNEX A

### BACKGROUND

Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*, called for the establishment of a single, comprehensive national incident management system. That system is delineated in the National Incident Management System (NIMS) document, originally published in March of 2004 and revised in 2007 to reflect contributions from stakeholders and lessons learned during recent incidents. The revised document also clarifies and refines many of the NIMS concepts and principles, making it more user-friendly. (The draft 2007 NIMS document is located on FEMA's webpage: <http://www.fema.gov/emergency/nrf/mainindex.htm>.) The NIMS provides a consistent nationwide template to enable Federal, State, Territorial, and local governments, the private sector and nongovernmental organizations to work together to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity.

The NIMS Integration Center [now known as the National Integration Center (NIC), Incident Management Systems Division (IMSD)] was established by the Secretary of Homeland Security to provide "strategic direction for and oversight of NIMS...supporting both routine maintenance and the continuous refinement of the system and its components over the long term." IMSD oversees all aspects of NIMS, including the development of compliance criteria at Federal, State, Territory, and local levels.

### FY 2005, FY 2006 & FY 2007 NIMS COMPLIANCE ACTIVITIES

On September 8, 2004, a letter to the Nation's Governors, detailed the initial steps that States, Territories, and local jurisdictions needed to take in FY 2005 to implement NIMS. The activities outlined in that letter provide the foundation for current NIMS Compliance and compliance. Since that time, IMSD continues to expand on this foundation and add additional activities – each developed to enhance the way that incidents are managed at all levels of government. In FY 2007, IMSD transitioned measurement of NIMS Compliance from self-certification to performance-based questions and a measurement system (metrics). Additionally, the NIMS Compliance Assistance Support Tool ("NIMSCAST" - formerly NIMCAST) is being expanded to incorporate these metrics and provide stakeholders with a way to collect and report on Compliance activities. This data is being analyzed and will help shape the future of NIMS Compliance.

### FY 2008 NIMS COMPLIANCE ACTIVITIES

In October 2007, IMSD will release the FY 2008 NIMS Compliance Activities. These activities are primarily based upon previous years' requirements; however, there are several new activities for FY 2008 (many of which reflect the revision to the NIMS document). In previous years, one activity often contained several requirements (see example below). In an effort to clarify and streamline each activity and avoid confusion regarding multiple activities being combined together, in FY 2008, each FY 2007 activity was separated into its distinct pieces. It is IMSD's intent that separating the activities will aid jurisdictions in their NIMS Compliance efforts. While this resulted in what seems like an increase in the total number of activities, there are not a significant number of new requirements. To illustrate, there were 29 activities in FY 2007 which have been separated into 42 distinct activities in FY 2008.

For example the following was a single Compliance activity for States and Territories in FY 2007:

- Adopt NIMS at the State/Territorial level for all government departments and/or agencies; as well as promote and encourage NIMS adoption by associations, utilities, non-governmental organizations (NGOs) and private sector incident management and response organizations. Monitor formal adoption of NIMS by all local and tribal jurisdictions.

In FY 2008 the single activity has become nine distinct activities for States and Territories:

- Maintain State/Territory's formal NIMS adoption.
- Promote and maintain formal NIMS adoption by State/Territorial Departments and Agencies.
- Monitor formal adoption of NIMS by State/Territory Departments/ Agencies.

## ANNEX A

### *FY 2008 NIMS Compliance Activities for States/Territories and Local Governments: Nationwide Comment Period*

- 1 • Monitor implementation of NIMS requirements for State/Territory Departments/Agencies.
- 2 • Promote and encourage NIMS adoption by infrastructure, private sector, and nongovernmental
- 3 organizations (to include, but not limited to, associations, utilities, primary/secondary schools,
- 4 colleges, and universities, hospital and health care systems).
- 5 • Monitor formal adoption of NIMS by local jurisdictions.
- 6 • Monitor implementation of NIMS requirements by local jurisdictions.
- 7 • Assist Tribal Nations with formal adoption of NIMS.
- 8 • Assist Tribal Nations with implementation of NIMS.
- 9
- 10

11 Similar to FY 2007, the FY 2008 NIMS Compliance Activities are separated into two tiers:

- 12
- 13 • **Tier 1 activities:** considered critical for NIMS implementation.
- 14 • **Tier 2 activities:** introduce concepts that may become Tier 1 activities in future fiscal years.
- 15

16 As with FY 2007, to demonstrate compliance in FY 2008, States, Territories and local jurisdictions must  
17 respond to the metrics associated with the “Tier 1” activities affirmatively. If a State, Territory or local  
18 jurisdiction cannot successfully implement a Tier 1 activity (i.e. not responding affirmatively to the  
19 associated metrics); a Corrective Action Plan that outlines how compliance will be attained must be  
20 submitted.

### **COMMENT PERIOD**

21  
22  
23  
24 Stakeholder input is a critical component in the development of the NIMS Compliance Activities as it  
25 provides insightful contributions which will help shape activities for FY 2008 and beyond. As such,  
26 stakeholders are being asked to participate in a formal nationwide comment period from August 10-24,  
27 2007. A Notice of Availability is being posted in the Federal Register to ensure widest possible review.  
28 Once the comments are incorporated, the activities will be finalized and the associated metrics will be  
29 derived from those finalized activities. Additionally, the development of the metrics will incorporate  
30 changes from the revised NIMS document, as well as preliminary analysis of NIMSCAST data.

31  
32 The attached packet includes draft activities for both States and Territories, and local jurisdictions. For  
33 your convenience, the documents can also be accessed at  
34 [http://www.fema.gov/emergency/nims/whats\\_new.shtm](http://www.fema.gov/emergency/nims/whats_new.shtm).

35  
36 To ensure consistency during the comment process, the comment form and associated instructions  
37 included in this packet will be utilized as the preferred method for submitting comments. Completed  
38 forms can be sent to [NIMScomments@hsi.dhs.gov](mailto:NIMScomments@hsi.dhs.gov). You may also submit your comments (which must  
39 include the page and line numbers) directly to that e-mail address.  
40  
41

**ADOPTION AND IMPLEMENTATION**

1. **(Tier 1):** Maintain State/Territory's formal NIMS adoption.
2. **(Tier 1):** Promote and maintain formal NIMS adoption by State/Territorial Departments and Agencies.
3. **(Tier 1):** Monitor formal adoption of NIMS by State/Territory Departments/ Agencies
4. **(Tier 1):** Monitor implementation of NIMS requirements for State/Territory Departments/Agencies.
5. **(Tier 1):** Promote and encourage NIMS adoption by infrastructure, private sector, and nongovernmental organizations (to include, but not limited to, associations, utilities, primary/secondary schools, colleges, and universities, hospital and health care systems).
6. **(Tier 1):** Monitor formal adoption of NIMS by local jurisdictions.
7. **(Tier 1):** Monitor implementation of NIMS requirements by local jurisdictions.
8. **(Tier 1):** Assist Tribal Nations with formal adoption of NIMS.
9. **(Tier 1):** Assist Tribal Nations with implementation of NIMS.
10. **(Tier 1):** Maintain a current single point of contact within the State/Territorial government to serve as the principal coordinator for NIMS implementation State/Territory-wide.
11. **(Tier 1):** Maintain a single point of contact within each of the State/Territory departments/agencies to serve as the principal coordinator for NIMS implementation.
12. **(Tier 1):** Ensure that Federal Preparedness Awards [to include, but not limited to, DHS Homeland Security Grant Program and Urban Area Security Initiative (UASI) Funds] supports NIMS implementation, to make satisfactory progress in meeting all required NIMS implementation activities
13. **(Tier 1):** Audit agencies and review organizations will verify that all Federal preparedness awards are contingent on the achievement of previous required NIMS implementation activities.
14. **(Tier 1):** Maintain State/Territory NIMS implementation strategy that includes a planning process to ensure the communication, monitoring, and implementation of required NIMS activities for State/Territory departments and agencies.
15. **(Tier 1):** Maintain State/Territory NIMS implementation strategy that includes a planning process to ensure the communication, monitoring, and implementation of required NIMS activities for local governments.
16. **(Tier 2):** Maintain State/Territory NIMS implementation strategy that includes a planning process to ensure the communication, monitoring, and implementation of required NIMS activities for Tribal nations.
17. **(Tier 1):** Coordinate and provide technical assistance to local jurisdictions regarding NIMS.
18. **(Tier 1):** Coordinate and provide technical assistance to Tribal Nations regarding NIMS.

**COMMAND AND MANAGEMENT**

1. **(Tier 1):** Manage all incidents/planned events in accordance with Incident Command System (ICS) organizational structures, doctrine and procedures.
2. **(Tier 2):** Implement use of unified command (UC), where appropriate, in multi-jurisdictional or multiagency incident management.
3. **(Tier 2):** Implement use of Area Command, where appropriate, to oversee multiple incidents that are handled by separate ICS organizations or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged.
4. **(Tier 1):** Utilize access control measures (including badging) on-scene during incident response.
5. **(Tier 1):** Implement, as appropriate, incident action planning (i.e. use of IAPs) during an incident/planned event.
6. **(Tier 1):** Coordinate and support incident management through the development and use of integrated multiagency coordination systems (MACS) during an incident and/or planned event.
7. **(Tier 2):** Ensure MACS elements are developed and work effectively to coordinate and support incident management activities through a combination of resources integrated into a common framework between ICS (command) and MACS (coordinated via EOC and/or MAC Group).
8. **(Tier 2):** Institutionalize Public Information [e.g. Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident and/or planned event.
9. **(Tier 1):** Ensure that the Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.

**PREPAREDNESS PLANNING**

1. **(Tier 1):** Review and validate Emergency Operation Plans (EOPs), as appropriate, to incorporate NIMS components, principles and policies.
2. **(Tier 1):** Review and validate Standard Operating Procedures (SOPs)/ Standard Operating Guidelines (SOGs) to incorporate NIMS components, principles and policies.
3. **(Tier 2):** Develop multiagency and/or multidisciplinary preparedness plans for communications and information management, resource management, and command and management.
4. **(Tier 2):** Include preparedness organizations and elected and appointed officials in the development of emergency operations plans, when appropriate.
5. **(Tier 2):** Plan for individuals with special needs in the development of emergency operations plans, to include individuals with: limited English language proficiency; disabilities; children; the aged and other special needs.
6. **(Tier 1):** Develop mutual aid agreements and/or assistance agreements throughout the State/Territory to ensure the acquisition of resources.
7. **(Tier 2):** Develop mutual aid agreements and/or assistance agreements with private sector and non-governmental organizations to ensure the acquisition of resources.

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- 1 8. **(Tier 1):** Promote the incorporation of corrective actions into preparedness and response plans  
2 and procedures.  
3

**PREPAREDNESS TRAINING**

- 4  
5  
6 9. **(Tier 1):** Incorporate NIMS concepts and principles into all State/Territory training and exercises.  
7  
8 10. **(Tier 1):** Identify existing resources, such as programs, personnel, and training facilities, to  
9 coordinate and deliver NIMS training.  
10  
11 11. **(Tier 2):** Promote and encourage delivery of NIMS training in conformance with the Five-Year  
12 NIMS Training Plan.  
13  
14 12. **(Tier 2):** Ensure completion of NIMS training course(s) by chief-elected, executives, and  
15 appointed officials in accordance with Five-Year NIMS Training Plan, October 2008.  
16  
17 13. **(Tier 1):** Complete IS-700 NIMS: An Introduction or equivalent by appropriate personnel (as  
18 identified in the Five-Year NIMS Training Plan, October 2008).  
19  
20 14. **(Tier 1):** Complete IS-800 NRP: An Introduction or equivalent by appropriate personnel (as  
21 identified in the Five-Year NIMS Training Plan, October 2008).  
22  
23 15. **(Tier 1):** Complete ICS-100 training or equivalent by appropriate personnel (as identified in the  
24 Five-Year NIMS Training Plan, October 2008).  
25  
26 16. **(Tier 1):** Complete ICS-200 training or equivalent by appropriate personnel (as identified in the  
27 Five-Year NIMS Training Plan, October 2008).  
28  
29 17. **(Tier 1):** Complete ICS-300 training or equivalent by appropriate personnel (as identified in the  
30 Five-Year NIMS Training Plan, October 2008).  
31  
32 18. **(Tier 1):** Complete ICS-400 training or equivalent by appropriate personnel (as identified in the  
33 Five-Year NIMS Training Plan, October 2008).  
34  
35 19. **(Tier 2):** Complete IS-701 training by appropriate personnel (as identified in the Five-Year NIMS  
36 Training Plan, October 2008).  
37  
38 20. **(Tier 2):** Complete ICS-702 training by appropriate personnel (as identified in the Five-Year  
39 NIMS Training Plan, October 2008).  
40  
41 21. **(Tier 2):** Complete ICS-703 training by appropriate personnel (as identified in the Five-Year  
42 NIMS Training Plan, October 2008).  
43  
44 22. **(Tier 2):** Complete ICS-704 training by appropriate personnel (as identified in the Five-Year  
45 NIMS Training Plan, October 2008).  
46  
47

**PREPAREDNESS EXERCISES**

- 48  
49  
50 23. **(Tier 1):** Participate in an all-hazard exercise program, [for example, Homeland Security Exercise  
51 and Evaluation Program (HSEEP)] that involves emergency management/response personnel  
52 from multiple disciplines and multiple jurisdictions.  
53  
54 24. **(Tier 2):** Promote the participation of NGOs and the private sector in an all-hazard exercise  
55 program, when appropriate.

- 1  
2 25. **(Tier 2):** Incorporate interactions between Incident Command, MACS, and Public Information into  
3 appropriate exercises.  
4  
5

6 **RESOURCE MANAGEMENT**  
7

- 8 1. **(Tier 1):** Identify and inventory State/Territory-wide emergency management/response assets to  
9 conform with resources defined by FEMA Incident Management Systems Division.  
10  
11 2. **(Tier 1):** Determine availability of emergency management/response assets in conformance with  
12 "Tier One" NIMS National Resource Typing Definitions and deploy when deemed appropriate.  
13  
14 3. **(Tier 2):** Inventory and type specific emergency management/response resources and assets to  
15 address unique needs beyond current "Tier One" NIMS National Resource Typing Definitions.  
16  
17 4. **(Tier 2):** Institute mechanisms to track resources utilized during response and recovery.  
18  
19 5. **(Tier 2):** Institute processes to recover and demobilize resources and to obtain and/or provide  
20 reimbursement.  
21  
22 6. **(Tier 1):** Plan for the receipt of resources in accordance with the National Response Plan (NRP)  
23 Catastrophic Incident Annex and Catastrophic Incident Supplement  
24  
25 7. **(Tier 1):** Credential emergency management/response personnel to ensure proper authorization  
26 and access to an incident including those involving mutual aid agreements and/or assistance  
27 agreements.  
28  
29 8. **(Tier 1):** Institute protocols to prevent spontaneous deployment of resources/personnel and/or  
30 responding to a request that bypassed official resource coordination processes (i.e., resources  
31 requested through improper channels).  
32  
33 9. **(Tier 1):** Ensure that equipment, communications, and data systems are interoperable throughout  
34 State and local acquisition programs.  
35  
36 10. **(Tier 2):** Incorporate redundant information systems into resource management systems and  
37 protocols/procedures.  
38  
39

40 **COMMUNICATIONS AND INFORMATION MANAGEMENT**  
41

- 42 1. **(Tier 1):** Apply common and consistent terminology as used in NIMS, including the establishment  
43 of plain language (clear text) communications standards.  
44  
45 2. **(Tier 1):** Utilize systems, tools, and processes that facilitate the collection and distribution of  
46 consistent and accurate information during an incident/planned event.  
47  
48 3. **(Tier 2):** Develop and institute assistance agreements to specify the communication systems and  
49 platforms through which jurisdictions/agencies agree to utilize or share information during an incident.  
50  
51 4. **(Tier 2):** Develop and institute redundant communications systems.  
52  
53 5. **(Tier 2):** Institute procedures and protocols for operational information security during incident  
54 response.  
55

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- 1 6. **(Tier 2):** Institute multidisciplinary procedures and protocols for standardization in data collection  
2 and analysis.  
3
- 4 7. **(Tier 2):** Develop procedures and protocols for communications, to include voice, data, access to  
5 geospatial information, Internet/Web use, and data encryption, where applicable.

DRAFT

### ADOPTION AND IMPLEMENTATION

1. **(Tier 1):** Maintain local government formal NIMS adoption.
2. **(Tier 1):** Promote and maintain formal NIMS adoption by local government Departments and Agencies.
3. **(Tier 1):** Monitor formal adoption of NIMS by local government Departments/ Agencies
4. **(Tier 1):** Monitor implementation of NIMS requirements for local government Departments/Agencies.
5. **(Tier 1):** Promote and encourage NIMS adoption by infrastructure, private sector, and nongovernmental organizations (to include, but not limited to, associations, utilities, primary/secondary schools, colleges, and universities, hospital and health care systems).
6. **(Tier 1):** Assist Tribal Nations with formal adoption of NIMS.
7. **(Tier 1):** Assist Tribal Nations with implementation of NIMS.
8. **(Tier 1):** Maintain a current single point of contact within the local government to serve as the principal coordinator for NIMS implementation.
9. **(Tier 1):** Identify a single point of contact within each of the local government departments/agencies to serve as the principal coordinator for NIMS implementation.
10. **(Tier 1):** Ensure that Federal Preparedness Awards [to include, but not limited to, DHS Homeland Security Grant Program and Urban Area Security Initiative (UASI) Funds] supports NIMS implementation, to make satisfactory progress in meeting all required NIMS implementation activities
11. **(Tier 1):** Audit agencies and review organizations will verify that all Federal preparedness awards are contingent on the achievement of previous required NIMS implementation activities.
12. **(Tier 1):** Maintain local government NIMS implementation strategy that includes a planning process to ensure the communication, monitoring, and implementation of required NIMS activities for local governments that is consistent with State/Territory strategy
13. **(Tier 2):** Maintain State/Territory NIMS implementation strategy that includes a planning process to ensure the communication, monitoring, and implementation of required NIMS activities for Tribal nations.

### COMMAND AND MANAGEMENT

1. **(Tier 1):** Manage all incidents/planned events in accordance with Incident Command System (ICS) organizational structures, doctrine and procedures.
2. **(Tier 2):** Implement use of unified command (UC), where appropriate, in multi-jurisdictional or multiagency incident management.

3. **(Tier 2):** Implement use of Area Command, where appropriate, to oversee multiple incidents that are handled by separate ICS organizations or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged.
4. **(Tier 1):** Utilize access control measures (including badging) on-scene during incident response.
5. **(Tier 1):** Implement, as appropriate, incident action planning (i.e. use of IAPs) during an incident/planned event.
6. **(Tier 1):** Coordinate and support incident management through the development and use of integrated multiagency coordination systems (MACS) during an incident and/or planned event.
7. **(Tier 2):** Ensure MACS elements are developed and work effectively to coordinate and support incident management activities through a combination of resources integrated into a common framework between ICS (command) and MACS (coordinated via EOC and/or MAC Group).
8. **(Tier 2):** Institutionalize Public Information [e.g. Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident and/or planned event.
9. **(Tier 1):** Ensure that the Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.

### PREPAREDNESS PLANNING

1. **(Tier 1):** Review and validate Emergency Operation Plans (EOPs), as appropriate, to incorporate NIMS components, principles and policies.
2. **(Tier 1):** Review and validate Standard Operating Procedures (SOPs)/ Standard Operating Guidelines (SOGs) to incorporate NIMS components, principles and policies.
3. **(Tier 2):** Develop multiagency and/or multidisciplinary preparedness plans for communications and information management, resource management, and command and management.
4. **(Tier 2):** Include preparedness organizations and elected and appointed officials in the development of emergency operations plans, when appropriate.
5. **(Tier 1):** Develop mutual aid agreements and/or assistance agreements throughout the area to ensure the acquisition of resources.
6. **(Tier 2):** Develop mutual aid agreements and/or assistance agreements with private sector and non-governmental organizations to ensure the acquisition of resources.
7. **(Tier 1):** Promote the incorporation of corrective actions into preparedness and response plans and procedures.

### PREPAREDNESS TRAINING

1. **(Tier 1):** Incorporate NIMS concepts and principles into all training and exercises.
2. **(Tier 1):** Identify existing resources, such as programs, personnel, and training facilities, to coordinate and deliver NIMS training.

3. **(Tier 2):** Promote and encourage delivery of NIMS training in conformance with the Five-Year NIMS Training Plan.
4. **(Tier 2):** Ensure completion of NIMS training course(s) by chief-elected, executives, and appointed officials in accordance with Five-Year NIMS Training Plan, October 2008.
5. **(Tier 1):** Complete IS-700 NIMS: An Introduction or equivalent by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
6. **(Tier 1):** Complete IS-800 NRP: An Introduction or equivalent by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
7. **(Tier 1):** Complete ICS-100 training or equivalent by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
8. **(Tier 1):** Complete ICS-200 training or equivalent by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
9. **(Tier 1):** Complete ICS-300 training or equivalent by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
10. **(Tier 1):** Complete ICS-400 training or equivalent by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
11. **(Tier 2):** Complete IS-701 training by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
12. **(Tier 2):** Complete ICS-702 training by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
13. **(Tier 2):** Complete ICS-703 training by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).
14. **(Tier 2):** Complete ICS-704 training by appropriate personnel (as identified in the Five-Year NIMS Training Plan, October 2008).

### **PREPAREDNESS EXERCISES**

1. **(Tier 1):** Participate in an all-hazard exercise program, [for example, Homeland Security Exercise and Evaluation Program (HSEEP)] that involves emergency management/response personnel from multiple disciplines and multiple jurisdictions.
2. **(Tier 2):** Promote the participation of NGOs and the private sector in an all-hazard exercise program, when appropriate.
3. **(Tier 2):** Incorporate interactions between Incident Command, MACS, and Public Information into appropriate exercises.

### **RESOURCE MANAGEMENT**

1. **(Tier 1):** Identify and inventory emergency management/response assets to conform with resources defined by FEMA Incident Management Systems Division.

2. **(Tier 1):** Determine availability of emergency management/response assets in conformance with “Tier One” NIMS National Resource Typing Definitions and deploy when deemed appropriate.
3. **(Tier 2):** Inventory and type specific emergency management/response resources and assets to address unique needs beyond current “Tier One” NIMS National Resource Typing Definitions.
4. **(Tier 2):** Institute mechanisms to track resources utilized during response and recovery.
5. **(Tier 2):** Institute processes to recover and demobilize resources and to obtain and/or provide reimbursement.
6. **(Tier 1):** Plan for the receipt of resources in accordance with the National Response Plan (NRP) Catastrophic Incident Annex and Catastrophic Incident Supplement
7. **(Tier 1):** Credential emergency management/response personnel to ensure proper authorization and access to an incident including those involving mutual aid agreements and/or assistance agreements.
8. **(Tier 1):** Institute protocols to prevent spontaneous deployment of resources/personnel and/or responding to a request that bypassed official resource coordination processes (i.e., resources requested through improper channels).
9. **(Tier 1):** Ensure that equipment, communications, and data systems are interoperable throughout State and local acquisition programs.
10. **(Tier 2):** Incorporate redundant information systems into resource management systems and protocols/procedures.

### **COMMUNICATIONS AND INFORMATION MANAGEMENT**

1. **(Tier 1):** Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.
2. **(Tier 1):** Utilize systems, tools, and processes that facilitate the collection and distribution of consistent and accurate information during an incident/planned event.
3. **(Tier 2):** Develop and institute assistance agreements to specify the communication systems and platforms through which jurisdictions/agencies agree to utilize or share information during an incident.
4. **(Tier 2):** Develop and institute redundant communications systems.
5. **(Tier 2):** Institute procedures and protocols for operational information security during incident response.
6. **(Tier 2):** Institute multidisciplinary procedures and protocols for standardization in data collection and analysis.
7. **(Tier 2):** Develop procedures and protocols for communications, to include voice, data, access to geospatial information, Internet/Web use, and data encryption, where applicable.

**ANNEX B**

**FY07NIMS Training Guidelines**

| <u>Audience</u>  | <u>Required Training</u>  |
|--|---|
| <p><b>Federal/State/Local/Tribal/Private Sector &amp; Non-governmental personnel to include:</b></p> <p><i>Entry level first responders &amp; disaster workers</i></p> <ul style="list-style-type: none"> <li>• Emergency Medical Service personnel</li> <li>• Firefighters</li> <li>• Hospital staff</li> <li>• Law Enforcement personnel</li> <li>• Public Health personnel</li> <li>• Public Works/Utility personnel</li> <li>• Skilled Support Personnel</li> <li>• Other emergency management response, support, volunteer personnel at all levels</li> </ul> | <ul style="list-style-type: none"> <li>• ICS-100: Introduction to ICS or equivalent</li> <li>• FEMA IS-700: NIMS, An Introduction</li> </ul>  |
| <p><b>Federal/State/Local/Tribal/Private Sector &amp; Non-governmental personnel to include:</b></p> <p><i>First line supervisors, single resource leaders, field supervisors, and other emergency management/response personnel that require a higher level of ICS/NIMS Training.</i></p>   | <ul style="list-style-type: none"> <li>• ICS-100: Introduction to ICS or equivalent</li> <li>• ICS-200: Basic ICS or equivalent</li> <li>• FEMA IS-700: NIMS, An Introduction</li> </ul>  |
| <p><b>Federal/State/Local/Tribal/Private Sector &amp; Nongovernmental personnel to include:</b></p> <p><i>Required:</i> Mid-level management including strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and;</p> <p><i>Recommended:</i> Emergency operations center staff.</p>   | <ul style="list-style-type: none"> <li>• ICS-100: Introduction to ICS or equivalent</li> <li>• ICS-200: Basic ICS or equivalent</li> <li>• ICS-300: Intermediate ICS or equivalent</li> <li>• FEMA IS-700: NIMS, An Introduction</li> <li>• FEMA IS-800.A: National Response Plan (NRP), An Introduction*</li> </ul>  |
| <p><b>Federal/State/Local/Tribal/Private Sector &amp; Nongovernmental personnel to include:</b></p> <p><i>Required:</i> Command and general staff, select department heads with multi-agency coordination system responsibilities, area commanders, emergency managers, and;</p> <p><i>Recommended:</i> Emergency operations center managers.</p>  | <ul style="list-style-type: none"> <li>• ICS-100: Introduction to ICS or equivalent</li> <li>• ICS-200: Basic ICS or equivalent</li> <li>• ICS-300: Intermediate ICS or equivalent</li> <li>• ICS-400: Advanced ICS or equivalent</li> <li>• FEMA IS-700: NIMS, An Introduction</li> <li>• FEMA IS-800.A: National Response Plan (NRP), An Introduction*</li> </ul> |

\* NOTE: Not all persons required to take ICS-300 and ICS-400 will need to take IS-800.A. Emergency managers or personnel whose primary responsibility is emergency management must complete this training.

**ANNEX C**

**Five-Year NIMS Training Plan**

**Draft of 6-Sept-2007**

**Table 4:** Out-Year NIMS Compliance Requirements for Training

| Fiscal Year | Tier   | Compliance Requirement  |
|-------------|--------|---|
| FY08        | Tier 1 | Complete IS-700; IS-800; ICS-100; ICS-200 - Awareness Training<br>Complete ICS-300; ICS-400 - Advanced Training   |
|             | Tier 2 | Complete IS 701; IS-702; IS-703; IS-704 - Awareness Training<br>Complete ICS Position Specific Training – Practicum*  |
| FY09        | Tier 1 | Complete IS-700; IS-800; ICS-100; ICS-200 - Awareness Training<br>Complete ICS-300; ICS-400 - Advanced Training   |
|             | Tier 2 | Complete IS 701; IS-702; IS-703; IS-704 - Awareness Training<br>Complete Emergency Management Framework Course – Awareness Training<br>Complete IS-705; IS-706; IS-707 – Awareness Training<br>Complete ICS Position Specific Training – Practicum* |
| FY10        | Tier 1 | Complete IS-700; IS-800; ICS-100; ICS-200 - Awareness Training<br>Complete IS 701; IS-702; IS-703; IS-704 - Awareness Training<br>Complete ICS-300; ICS-400 - Advanced Training   |
|             | Tier 2 | Complete Emergency Management Framework Course – Awareness Training<br>Complete IS-705; IS-706; IS-707 – Awareness Training<br>Complete ICS/EOC Training – Advanced Training<br>Complete ICS Position Specific Training – Practicum*                |
| FY11        | Tier 1 | Complete IS-700; IS-800; ICS-100; ICS-200 - Awareness Training<br>Complete IS 701; IS-702; IS-703; IS-704 - Awareness Training<br>Complete IS 705; IS-706; IS-707 – Awareness Training<br>Complete ICS-300; ICS-400 - Advanced Training             |
|             | Tier 2 | Complete ICS/EOC Training – Advanced Training<br>Complete ICS Position Specific Training – Practicum*<br>Complete EOC Position Specific Training – Practicum*   |
| FY12        | Tier 1 | Complete IS-700; IS-701; IS-702; IS-703; IS-704; IS-705; IS-706; IS-707; IS-800; ICS-100; ICS-200 - Awareness Training<br>Complete ICS-300; ICS-400; ICS/EOC Course - Advanced Training   |
|             | Tier 2 | Complete ICS Position Specific Training – Practicum*<br>Complete EOC Position Specific Training – Practicum*  |

Tier 2 activities introduce concepts that may become Tier 1 activities in future fiscal years. Stakeholders are encouraged to complete the Tier 2 training in the year assigned; however the completion of this training is not a requirement for NIMS compliance.

\*Stakeholders are not required to complete ICS Position Specific Training (or EOC Position Specific Training in future years) for NIMS compliance. However, the completion of ICS Position Specific Training is required for those stakeholders who desire to be credentialed as part of the national credentialing system.

**ANNEX D****NIMS ACRONYM LIST**

|                 |  |
|-----------------|--|
| <b>ALS</b>      | Advanced Life Support                            |
| <b>BLS</b>      | Basic Life Support                               |
| <b>CEMP</b>     | Comprehensive Emergency Management Plan          |
| <b>DEM</b>      | Island County Department of Emergency Management |
| <b>DOC</b>      | Department Operations Center                     |
| <b>EMAC</b>     | Emergency Management Assistance Compact          |
| <b>EMD</b>      | Washington State Emergency Management Division   |
| <b>EMI</b>      | FEMA Emergency Management Institute              |
| <b>EOC</b>      | Emergency Operations Center                      |
| <b>EOP</b>      | Emergency Operations Plan                        |
| <b>FEMA</b>     | Federal Emergency Management Agency              |
| <b>FOG</b>      | Field Operations Guide                           |
| <b>FY</b>       | Fiscal Year (FFY – Federal Fiscal Year)          |
| <b>GIS</b>      | Geographic Information System                    |
| <b>HAZMAT</b>   | Hazardous Material                               |
| <b>HSI</b>      | Washington State Homeland Security Institute     |
| <b>HSPD-5</b>   | Homeland Security Presidential Directive - 5     |
| <b>IAP</b>      | Incident Action Plan                             |
| <b>IC</b>       | Incident Commander                               |
| <b>ICP</b>      | Incident Command Post                            |
| <b>ICS</b>      | Incident Command System                          |
| <b>IC or UC</b> | Incident Command or Unified Command              |
| <b>IMT</b>      | Incident Management Team                         |
| <b>IS</b>       | Independent Study                                |
| <b>JIS</b>      | Joint Information System                         |
| <b>JIC</b>      | Joint Information Center                         |
| <b>LNO</b>      | Liaison Officer                                  |
| <b>NDMS</b>     | National Disaster Medical System                 |
| <b>NGO</b>      | Nongovernmental Organization                     |
| <b>NIC</b>      | NIMS Integration Center                          |
| <b>NIMCAST</b>  | NIMS Capability Assessment Support Tool          |

|                 |                                     |
|-----------------|-------------------------------------|
| <b>NIMS</b>     | National Incident Management System |
| <b>NRF</b>      | National Response Framework         |
| <b>ODP</b>      | Office for Domestic Preparedness    |
| <b>PIO</b>      | Public Information Officer          |
| <b>SITREP</b>   | Situation Report                    |
| <b>SO</b>       | Safety Officer                      |
| <b>SOP</b>      | Standard Operating Procedure        |
| <b>UC</b>       | Unified Command                     |
| <b>US&amp;R</b> | Urban Search and Rescue             |