FEMA Emergency Management Institute

ICS 300 & ICS 400 Rollout Webinar

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Agenda

- ICS 300 Overview
- ICS 400 Overview
- Plan of Instruction (ICS 300 and ICS 400)
- Course Materials
- Planning P Video
- Current Course Retirement for E/L Deliveries
- Current Course Retirement for G Deliveries (State)
Agenda (Cont)

- Pre and Post Test Documentation
- Do I Need the Updated Course
- Instructor Management
  - FEMA (E/L)
  - State (G)
- Way Ahead
- Questions
Intermediate Incident Command System for Expanding Incidents, ICS 300
<table>
<thead>
<tr>
<th>2013 Version</th>
<th>2019 Version</th>
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<tbody>
<tr>
<td><strong>18 hours</strong></td>
<td><strong>21 hours</strong></td>
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<td><strong>8 Units</strong></td>
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- **Unit 1:** Course Overview (1 hr)
- **Unit 2:** ICS Fundamentals Review (2 hr 30 min)
- **Unit 3:** Unified Command (2 hr 15 min)
- **Unit 4:** Incident/Event Assessment and Agency Guidance in Establishing Incident Objectives (2 hr 20 min)
- **Unit 5:** Planning Process (3 hrs 45 min)
- **Unit 6:** Incident Resource Management (3 hr)
- **Unit 7:** Demobilization, Transfer of Command, and Closeout (2 hr 10 min)
- **Unit 8:** Course Summary (1 hr)

**Additional Notes:**
- Post Test
- 11 Scenarios

- **Unit 1:** Course Introduction (1 hr 30 min)
- **Unit 2:** ICS Fundamentals Review (3 hr)
- **Unit 3:** Initial Actions for Unified Command (2 hr 15 min)
- **Unit 4:** Implementing an Operational Planning Process (2 hr 15 min)
- **Unit 5:** Planning Process, IAP, and Operations Brief (5 hr)
- **Unit 6:** Incident Resource Management (3 hr)
- **Unit 7:** Demobilization, Transfer of Command, Closeout, and Transition to Recovery (2 hr)
- **Unit 8:** Course Summary (2 hr)
- Pre and Post Test

**Additional Notes:**
- 7 Updated Scenarios
- 5 Additional Scenarios for use
- Need to be developed by user
- **Unit 2** ICS Fundamentals Review
- Students expected to retain knowledge from ICS 200, less review and more practical application
- 508 Compliant ICS Forms
**ICS 300 Instructor Guide Layout**

### 2013 Version

**Unit 2: ICS Fundamentals Review**

**COMMUNICATION PRINCIPLES**

**Visual 2.13**

**Instructor Notes:** Present the following key points.

This unit will cover each of the basic features of ICS, beginning with common terminology.

**Using common terminology helps to define:**

- Organizational functions.
- Incident facilities.
- Resource descriptions.
- Position titles.

### 2019 Version

**COMMON TERMINOLOGY**

**Explain:** Using common terminology helps to define:

- Organizational functions.
  - Major functions and functional units with incident responsibilities are named and defined. Terminology for the organizational elements is standard and consistent.
- Incident facilities.
  - **Incident Command Post** – The field location at which the primary tactical-level, on-scene incident command functions are performed.
  - **Staging Area** – The location where resources can be placed while awaiting a tactical assignment.
  - **Incident Base** – The location where primary logistics functions are coordinated. There is only one incident base per incident. The
ICS 300 Student Manual Layout

2013 Version

2019 Version

UNIT 2: ICS FUNDAMENTALS REVIEW

Unit 2 is a review of basic ICS organizational and staffing concepts learned in prerequisite courses as well as an overview of the roles and responsibilities of a Unified Command.

UNIT TERMINAL OBJECTIVE

Given a simulated scenario, identify roles and reporting relationships under a Unified Command that involves agencies within the same jurisdiction and under multijurisdictional conditions.

UNIT ENABLING OBJECTIVES:

- Explain how ICS fits into the Command and Coordination component of NIMS.
- Explain reporting relationships and information flow within the organization.
- Identify ICS supervisory positions and titles.
Advanced Incident Command System for Complex Incidents, ICS 400
ICS 400

2013 Version

15 hours
6 Units
• Unit 1: Course Overview (1 hr)
• Unit 2: Fundamentals Review for Command and General Staff (3 hr)
• Unit 3: Major and/or Complex Incident/Event management (3 hr)
• Unit 4: Area Command (3 hr)
• Unit 5: Multiagency Coordination (3 hrs)
• Unit 6: Course Summary (1 hr)
• Additional Notes:
  • Post Test

2019 Version

16 hours
6 Units
• Unit 1: Course Introduction (1 hr)
• Unit 2: Fundamentals Review for Command and General Staff (3 hr)
• Unit 3: Complex Incident Management (3 hr)
• Unit 4: Area Command (3 hr)
• Unit 5: Interconnectivity of NIMS Command and Coordination Structures (3 hrs)
• Unit 6: Course Summary (2 hr)
• Additional Notes:
  • Pre and Post Test
  • Unit 5: Interconnectivity of NIMS Command andCoordination Structures (3 hrs)
  • Multiagency Coordination System
  • Functional Groups within
Unit 2: Fundamentals Review for Command and General Staff

UNIT INTRODUCTION

Visual 2.2

Unit Objectives (1 of 2)

- Describe types of agency(ies) policies, guidelines, and agreements that influence management of incident or event activities.
- Describe issues that influence incident complexity and the tools available to analyze complexity.
- Describe the process for transfer of command.
- Describe the primary guidelines and responsibilities of the Command and General Staff positions.
- List the major steps in the planning process.

Instructor Notes: Present the following key points.

Review the unit objectives with the class. Tell the participants that, by the end of this unit, they should be able to:
- Describe types of agency(ies) policies, guidelines, and agreements that influence management of incident or event activities.
- Describe issues that influence incident complexity and the tools available to analyze complexity.

UNIT ENABLING OBJECTIVES

State the Unit Enabling Objectives.

- Describe types of agency(ies) policies, guidelines, and agreements that influence management of incident or event activities.
- Describe issues that influence incident complexity, complex incidents, and Incident Complex and the tools available to analyze complexity.
- Describe the process for transfer of command.
- Describe the primary guidelines and responsibilities of the Command and General Staff positions.
- List the major steps in the Incident Action Planning Process.
ICS 400 Student Manual Layout

2013 Version

2019 Version

UNIT 2: FUNDAMENTALS REVIEW FOR COMMAND AND GENERAL STAFF

This unit, through an Activity, reviews the tenets and concepts presented in an Introduction to Incident Command System (ICS 100), Basic Incident Command System for Initial Response (ICS 200), and Intermediate Incident Command System for Expanding Incidents (ICS 300).

UNIT TERMINAL OBJECTIVE

Given a scenario and review materials, apply key NIMS doctrine concepts (NIMS Management Characteristics, Unified Command, Incident Command System structure and functional area responsibilities, IAP Preparation and the Operational Period Planning Cycle, and incident complexity) to the management of a complex incident or event.
ICS 300/400 Plan Of Instruction (POI)

E/L/G 0300 Intermediate Incident Command System for Expanding Incidents, ICS 300

Plan of Instruction (POI)
ICS 300 and 400 Materials

- Course materials are found in three locations
  - **Course Materials download site**
    - **Student Manuals only**
    - [https://training.fema.gov/coursematerials/downloads?course=ELG0300](https://training.fema.gov/coursematerials/downloads?course=ELG0300)
  - **Instructor Material Download site – FEMA Instructors**
    - **Entire course**
    - [https://training.fema.gov/coursematerials/instructors](https://training.fema.gov/coursematerials/instructors)
  - **G Course Material Site – State Training Officers**
    - **Entire Course**
FEMA Emergency Management Institute

The Planning P Video
Planning P Video

- Planning P Video can be found at:

  https://www.youtube.com/playlist?list=PL720Kw_OojlJbN2lOfiS43IVO-CMDM9ms
Current Course Retirement Schedule
E/L 300 and 400 Retirement

- Based on current course schedule
  - L0300: 6/18/2019
  - L0400: 5/29/2019
- 7/1/2019 – Retire the 2013 versions
- Allows time for Instructor refresh and familiarization
- Accommodations will made for any courses that popup
G 300 and 400 Retirement (State)

- Each Authority having Jurisdiction (AHJ) will determine retirement date
- 2013 Materials will be archived (removed from G site) on 1/7/2019
- 1/7/2019 – Retire the 2013 versions
- Allows time for Instructor refresh and familiarization
- Accommodations will be made for any courses that popup
Pre and Post Test Documentation
L Delivery
### Course Test Scores (%)

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**Course Number:**

**Course Title:**

**Start Date (MM/DD/YY):**

**End Date (MM/DD/YY):**

**Location (City/State, or EMI):**

**Lead Instructor (Last, First):**

**Other Instructors:**
Common Question -
Do we need to take the classes over?

- No. There is no FEMA requirement to re-take the new courses. However, each agency should develop training sustainability requirements for emergency management and response personnel that meet their respective needs.

- At a minimum, in conjunction with participating in exercises and real events, emergency management and response personnel should refresh their NIMS training every three years. (NIMS Training Program, 2011)

  - FEMA recommends that people take the newer versions of courses to remain current with the latest developments in NIMS. This is to help ensure they maintain knowledge and skills, especially personnel who are not regularly involved in complex multi-jurisdictional incidents.

  - FEMA recommends that all instructors retake all prerequisite and primary courses they are authorized to instruct by the AHJ.
FEMA Managing EMI Funded Instructors

- All instructors will be required to refresh upon curriculum release

- Instructors are expected to:
  - Attend Course Rollout Webinars
  - Retake all prerequisite IS Courses and online tests required
  - ICS 300 and ICS 400 – Online test for current Instructors Only

- FEMA instructors will be notified of their status and expected completion dates.

- No instructor will be approved to teach newly released NIMS core curriculum E/L courses until they have completed all tasks for those courses.
State Funded Instructor Management

- NIMS ICS Core -- “G” curriculum
  - Recommended - Review NIMS 2017 Learning Materials
  - Recommended - Participate in Course Rollout Webinars
  - Recommended - Online test for current Instructors Only
    - Available for states to use for tracking

Note- ICS Instructor Procedures
Way Ahead for the NIMS Curriculum

- EMI will distribute training notifications and conduct webinars for each of the revised courses when they are available.
- Current versions of NIMS/ICS courses and tests will remain active until revised courses are available.
- Courses identified for revision have been prioritized based on course utilization within the emergency management community.
Way Ahead for the NIMS Curriculum (cont.)

- Intent is to Rollout remaining course on a four week schedule as follows:
  - May- ELG 191, G402, IS 2200, ELG 2300
  - June- Plans, IS 700ILT, IS 703
  - July- Log
  - August- OPS
  - September- IC, Finance/Admin
  - October- E/L0449, AHPS T-t-T
  - IS 800 revision for NRF and ILT to be developed starting Summer ‘19