

National Incident Management System (NIMS)

Implementation and Resource Manual

Oklahoma
2012

For Oklahoma State Agencies



Oklahoma Office of Homeland Security (OKOHS)

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Introduction

The NIMS Implementation Plan incorporates best practices from a wide range of incident management disciplines to provide STATE Responders with the leadership and expertise of managing or assisting in the management of emergency incidents. The collective input received from our public and private sector partners has been, and will continue to be, absolutely critical to Emergency Incident Management on a local, state and National level. The end result is a vastly improved capability in coordination of disaster management among all jurisdictions, to help save lives and protect Oklahoma's communities.

Background

The purpose of Homeland Security Presidential Directive HSPD-5 is to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive National Incident Management System (NIMS). In 2005, the Governor of Oklahoma followed this directive with an Executive Proclamation establishing NIMS as the required standard for managing all emergencies in Oklahoma. This proclamation as well as OS-63 legislation requiring its use remains in effect today. The National Incident Management System provides a consistent national approach for federal, state, local, volunteer, agencies to work effectively and efficiently together in response to incidents regardless of size, or complexity.

Statement

The implementation and institutionalization of NIMS by your STATE agency/organization will affect the overall ability of the State of Oklahoma to successfully manage incidents and provide for the safety of Oklahoma's citizens and first responders. The implementation of NIMS requires a coordinated effort across state, local, and tribal jurisdictions. Similar efforts are required by those in the private sector who provide vital operations and support on a wide array of emergency incidents. All DHS preparedness funds and Oklahoma State Department of Health (OSDH) funds require a demonstrated adoption of NIMS.

Intent

The intent of this document is to provide guidance to STATE agencies in NIMS adoption and compliance.

NIMS Compliance / Implementation

All federal preparedness funding is conditioned upon full compliance with the annual NIMS Compliance Objectives. By completing these activities, STATE agencies can achieve what is considered as full NIMS implementation for FY 2012. STATE agency jurisdictions will achieve what is considered to be full NIMS implementation by completing the **FY 2012** activities outlined in the 2012 Compliance Objectives.

A sample list of preparedness grants requiring NIMS implementation and compliance is as follows:

• Assistance to Firefighters Grant	• Homeland Security Grant Program (HSGP)
• Citizen Corps Program Commercial Equipment Direct Assistance Program (CEDAP)	• Intercity Bus Security Grant Program
• Community Assistance Program, State Support Services Element (CAP-SSSE)	• Interoperable Emergency Communications Grant Program (IECGP)
• Community Disaster Loan Program	• Map Modernization Management Support
• Hazard Mitigation Grant Program	• Metropolitan Medical Response System
• Critical Infrastructure Security Programs	• National Fire Academy Education and Training
• Emergency Food and Shelter Program	• Port Security Grant Program
• Emergency Management Institute	• Public Assistance Grant Program
• Emergency Management Performance Grant (EMPG)	• Reimbursement for Firefighting on Federal Property
• Emergency Operations Center (EOC) Grant	• Repetitive Flood Claims Program
• Emergency Operations Center Grant Program	• State Homeland Security Program
• Fire Management Assistance Grant Program	• UASI Nonprofit Security Grant Program
• Flood Mitigation Assistance Program	• Urban Areas Security Initiative

NIMS Implementation Guidance

1.1 – 1.3 Formal Adoption of the NIMS

The State of Oklahoma has formally adopted the NIMS principles and policies by gubernatorial proclamation and adopted the NIMS for all departments and agencies as defined in the Homeland Security Act of 2002. All STATE agencies must formally adopt the NIMS by **resolution** or **letter**. Most have already done this, however if your agency has not previously completed an adoption document, the state agency will be required to provide a NIMS resolution formally adopting NIMS which will be signed by the agency's signatory official(s). This formal adoption will be recorded as your agency's baseline and documented by the NIMS POC in the NIMSCAST assessment.

If an adoption document has been previously recorded, there is no need to submit a new adoption document unless your resolution specified an expiration date.

3.1 Designate a NIMS Point of Contact (POC)

One important requirement of NIMS is to have a single designated Point of Contact who coordinates and documents the NIMS compliance activities of each Agency or Department within the jurisdiction. All items below are responsibilities of the jurisdictional Point of Contacts (POCs).

- If not done previously, complete the Formal Adoption/Resolutions or Letter adopting NIMS for your agency. If you have previously created adoption documents, they are adequate unless they included an expiration date.
- If necessary, identify a NIMS Point of Contact (POC) for all agencies and departments within your jurisdiction.
- Maintain an accurate Resource inventory.
- Record all appropriate Employee / Volunteer NIMS/ICS Training Records
- Complete the **NIMS Compliance Evaluation** for STATE Agency / Organizations. All NIMS Compliance activities should be completed no later than September 30, of each year.
- Ensure that all emergency operation plans (EOPs) and standard operating procedures (SOPs) conform to the principles of NIMS and the National Response Framework (NRF).
- Be available for audits or on site monitoring visits to provide training records and other required NIMS compliance documents.

Many POCs also assist their community by serving as coordinator of one or more of the many programs sponsored by the Oklahoma Office of Homeland Security. To learn more please visit our website at: www.homelandsecurity.ok.gov.



3.1: List the name and contact information of your STATE agency's POC on the Compliance form in the space provided.

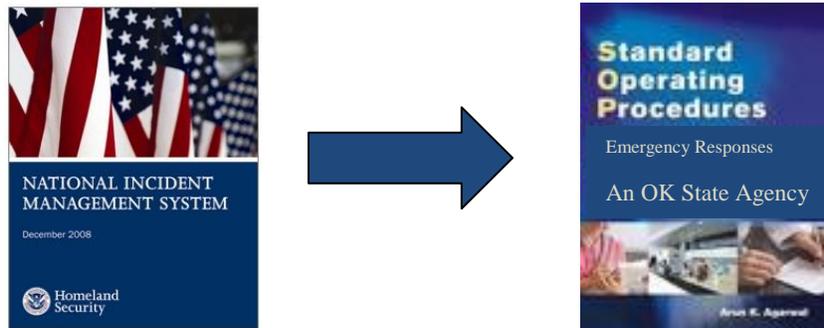
4.1 – 5.1 Use and Review of Federal Preparedness Awards

Objective 4 and 5 explore the STATE Agencies use of Federal Preparedness awards. A simple Yes or N/A question will suffice for these two questions. 4.1 asks if your agency participates in Federal Preparedness awards. If you do, then you must use the funding or equipment awarded to help support your NIMS compliance efforts. 5.1 also asks if your STATE Agency / Organization documents, reviews, and participates in audits pertaining to your Federal Preparedness Grants.

If you do not participate in Grants requiring NIMS compliance mark N/A

7.1 Revision or Development of NIMS SOPs, EOPs, or SOGs

Standard Operating Procedures (SOPs), Emergency Operations Plans (EOPs) and/or Standard Operating Guides (SOGs) provide a comprehensive framework for emergency management of all hazards. The 2011 U.S. Department of Homeland Security NIMS Guidance points out the need for Local Jurisdictional Emergency Operations Plans to be coordinated with the National Response Plan and NIMS concepts and principles and language. STATE agencies and organizations should have already modified existing incident management and emergency operations plans to ensure proper alignment with NRP coordinating structures, processes, and protocols. Many SOPs, EOPs and SOGs are formatted and structured much the same way as FEMA Publication P-501 which can be ordered from the FEMA Publication warehouse by calling 1-800-480-2520.



Development and implementation of SOGs, SOPs, or EOPs is the most successful method used to "institutionalize" the use of ICS. Included in these plans is an outline for government officials, incident managers and emergency response organizations at all jurisdictional levels adopt the Incident Command System and launch activities that will result in the use of the Incident Command System for all incident response operations. The institutional use of ICS is critical to the success of a volunteer / non-governmental agency's ability to manage large scale incidents. Actions to institutionalize the use of ICS take place at two levels - policy and organizational/operational. At the policy level, the ICS must be adopted by resolution, executive order, proclamation, or legislation and incident managers and response organizations must be directed to train and exercise using ICS.

At the organization / operational level, institutionalizing ICS into an STATE Agency requires internal policies and procedures that.

- ICS training must be completed and continues to ensure the ICS training is part of the program for all appropriate new employees, recruits and first responders.
- Responders at all levels must be participating in and/or coordinating ICS-oriented exercises that involve responders from multi-disciplines and jurisdictions.

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- The disciplined use of ICS in day-to-day operations is the only way to ensure effective ICS when transitioning to incidents of a large scope that require complex incident management.
- ICS is being integrated into functional and system-wide emergency operations policies, plans and procedures.

8.1 Mutual Aid Agreements

FEMA's National Mutual Aid and Resource Management Initiative outlines the basis to type, inventory, order and track local, state, and federal assets to support equipment and personnel compatibility required for mutual aid agreements. In 2006, all Oklahoma STATE Agencies / Organizations were included in the State Mutual Aid Compact unless your jurisdiction "opted out".

The *Oklahoma State Mutual Aid Compact* meets the minimum requirement for the NIMS Compliance Objective. It is still recommended that each STATE Agency should have written mutual aid agreements with area jurisdictions and private sector entities. These written mutual aid agreements will allow each jurisdiction to fully understand the responsibilities during the use of the agreements.

STATE Agencies / Organizations are encouraged to explore additional agreements with private sector and Non Governmental Organizations (NGOs) in an effort to enhance their capabilities to respond to and manage emergencies that are beyond the capabilities of a single organization.

10.1 – 19.1 NIMS Training Requirements

Who Needs Training?

STATE Agencies / Organizations may have difficulty determining which employees, volunteers, support and management staff need or require NIMS/ICS training. However, the recognized emergency response disciplines, such as Fire, Law Enforcement, STATE, that respond daily to emergency incidents have no problem determining who needs the NIMS/ICS training. A good general rule to follow is to ask the following question:

“Is the employee or volunteer involved with emergency response and/or planning duties, or will they give support to an emergency operation?”

*...If the answer is **no**, then **no training is required**.*

*...If the answer is **yes**, then the PIO determines what level training responders need.*

The primary goal of each of the compliance objectives is to identify and train the right people to the correct level in an effort to enable them to interface with emergency operations. After you have identified the number of individuals who need training, document that number in the compliance objectives and begin the process of scheduling employees and volunteers for training.

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Many of the courses are available immediately on the internet; however, formal classroom presentation with several different responder disciplines is recommended for the best learning experience. All appropriate personnel identified as needing this training should have a full understanding of NIMS.

Training Requirement Breakdown:

Basic Level, (Emergency Responders and Single Resources): Emergency Medical Service personnel, Firefighters, Hospital staff, Law Enforcement personnel, Public Health personnel, Public Works/Utility personnel, Skilled Support Personnel, First line supervisors, Single resource leaders,

FEMA IS-700: NIMS, an Introduction
ICS-100: Introduction to ICS or equivalent
ICS-200: Basic ICS or equivalent

Intermediate Level, (Middle Management): Strike team leaders Task force leaders, Unit leaders, Division/group supervisors, Branch directors, Emergency operations center and multi-agency coordination system staff.

FEMA IS-700: NIMS, an Introduction
FEMA IS-800: National Response Framework, An Introduction
ICS-100: Introduction to ICS or equivalent
ICS-200: Basic ICS or equivalent
ICS-300: Intermediate ICS or equivalent

Advanced Level, (Command and General Staff): Select department heads with multi-agency coordination system responsibilities, Area commanders, Emergency managers, and Emergency operations center and multi-agency coordination system managers.

FEMA IS-700: NIMS, an Introduction
FEMA IS-800: National Response Framework, an Introduction
ICS-100: Introduction to ICS or equivalent
ICS-200: Basic ICS or equivalent
ICS-300: Intermediate ICS or equivalent
ICS-400: Advanced ICS or equivalent

Specific Position Training, (Any Level): The following internet based courses, released in 2010, offer supplemental training for First Responders, First Line Supervisors, Middle Management, Command and General Staff personnel who may also be required by the STATE Agency/Organization to fulfill one of the following positions.

FEMA IS-701, **Multiagency Coordinator:** NIMS Multiagency Coordination Systems
FEMA IS-702, **Public Information Officer:** NIMS Public Information
FEMA IS-703, **Resource Officer:** NIMS Resource Management
FEMA IS-704, **Communication Information Officer or Information Technology:** NIMS Communication and Information Management

***There may be Individuals functioning as one or more of the above positions who have already completed equivalent or comparable courses in a formal educational setting.*

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These formal courses count as equivalent courses and should be counted towards completion on your NIMSCAST.

Where Can we find training?

NIMS/ICS Training is available either by **instructor led** courses in the classroom, or on the **internet** at the following link: <http://www.training.fema.gov/IS/Nims.asp>

Internet Courses

Basic NIMS Courses are made available through FEMA's Emergency Management Institute. Courses can be downloaded and completed online through the Independent Study Program. A complete list of NIMS courses can be found on the following link: <http://training.fema.gov/IS/NIMS.asp>

NIMS courses available on the Internet:

FEMA IS 700:	NIMS, an Introduction
FEMA IS 701:	NIMS Multiagency Coordination systems (MACS)
FEMA IS 702:	NIMS Public Information
FEMA IS 703:	NIMS Resource Management
FEMA IS 704:	NIMS Communication and Information Management
FEMA IS-800:	National Response Framework (NRF), an Introduction
ICS-100:	Introduction to Incident Command System (ICS)
ICS-200:	Basic ICS

Instructor-Led Courses:

The Oklahoma Office of Homeland Security (OKOHS) has partnered with Oklahoma State University Fire Service Training (OSU-FST) to provide NIMS/ICS training to Oklahoma's responders. OSU-FST will bring a custom delivery to your volunteer / non-governmental jurisdiction that will be delivered to your availability and/or working schedule. You can schedule a course for your jurisdiction by calling OSU-FST at 1-800-304-5727. To see the latest schedule, and register online visit the following website: <http://www.osufst.org/>

NIMS Courses available by Instructor-led method are as follows:

FEMA IS-700:	NIMS, An Introduction
FEMA IS-800:	National Response Framework (NRF), An Introduction
ICS-200:	Basic ICS
ICS-300:	Intermediate ICS or equivalent
ICS-400:	Advanced ICS or equivalent
G 402	Executive Officers and Elected Officials Courses
L449	ICS Instructor Level courses for all of the courses above

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Documentation of Training:

It is a common misconception that all employees need to have completed training prior to reporting the activities in NIMSCAST or the NIMS Compliance Check Sheet. Compliance is based on the fact that the POC has:

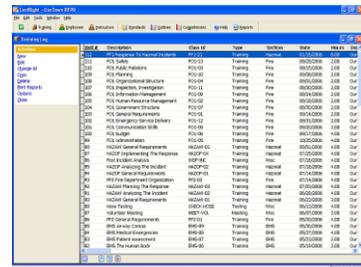
1. Identified the appropriate personnel for training
2. Implemented a plan for meeting those training needs

Although the NIMS POC may have identified more personnel needing training than actually have completed, those numbers should be accurately reflected as such. It is well understood that there may be a continuous stream of individuals entering and leaving the volunteer / non-governmental jurisdiction's employ and the process of fully completing training may never be met. Do not report a larger number than have actually completed training.

Example: 10 people were identified as needing ICS 200, but only 6 have completed thus far. (This meets NIMS compliance standard)

Transcript Requests and Verification of Training

It is possible that someone may have forgotten which NIMS courses they took. The following instructions will serve as a tool to locate proof of training. Proof of training is accepted in the form of Course Certificates or Organizational Training records.



Personnel	Course	Status	Completion Date
John	ICS 100	Training	06/20/2010
John	ICS 200	Training	06/20/2010
John	ICS 300	Training	06/20/2010
John	ICS 400	Training	06/20/2010
John	ICS 500	Training	06/20/2010
John	ICS 600	Training	06/20/2010
John	ICS 700	Training	06/20/2010
John	ICS 800	Training	06/20/2010
John	ICS 900	Training	06/20/2010
John	ICS 1000	Training	06/20/2010
John	ICS 1100	Training	06/20/2010
John	ICS 1200	Training	06/20/2010
John	ICS 1300	Training	06/20/2010
John	ICS 1400	Training	06/20/2010
John	ICS 1500	Training	06/20/2010
John	ICS 1600	Training	06/20/2010
John	ICS 1700	Training	06/20/2010
John	ICS 1800	Training	06/20/2010
John	ICS 1900	Training	06/20/2010
John	ICS 2000	Training	06/20/2010
John	ICS 2100	Training	06/20/2010
John	ICS 2200	Training	06/20/2010
John	ICS 2300	Training	06/20/2010
John	ICS 2400	Training	06/20/2010
John	ICS 2500	Training	06/20/2010
John	ICS 2600	Training	06/20/2010
John	ICS 2700	Training	06/20/2010
John	ICS 2800	Training	06/20/2010
John	ICS 2900	Training	06/20/2010
John	ICS 3000	Training	06/20/2010

FEMA Independent Study (EMI) Courses:

Individual Students and Department or Agency Supervisors can verify responder training by requesting a transcript from the Emergency Management Institute (EMI). Transcript request forms can be downloaded from the EMI website: <http://training.fema.gov/EMIWeb/downloads/tranrgst1.pdf>

Individuals can mail a completed transcript request to:

**EMI Independent Study Program,
16825 S. Seton Ave.
Emmitsburg, MD, 21727-8998,**

Individual students: Individual Students can phone the Emergency Management Institute at **(301) 447-1200** and request information for their own transcript. You must give EMI your social security number to verify identity.

Department or Agency Supervisors can also request a transcript for their employees by faxing their request on an Official Letterhead to **(301) 447-1873** and an EMI representative will be in contact with you within 24hrs.

For OSUFST Classroom Courses:

Students requesting a transcript for class-room courses taught by OSUFST should contact OSUFST at 1-800-304-5727

20.1 – 22.1 Exercises and Corrective Actions

Preparedness Exercises provide STATE responders and emergency management officials with an opportunity to gain an objective assessment of their ability to prevent, respond to, or recover from a disaster. If they are conducted effectively, exercises help identify strengths, weaknesses, and areas for improvement in plans, procedures, and capacities for response before a disaster or act of terrorism occurs. Based on the results of exercises, responders can make modifications or improvements to these areas before a real incident occurs. FEMA and OKOHS require the participation of exercises on an annual basis.

Well-designed and executed exercises are the most effective means of:

1. Testing and validating policies, plans, procedures, training, equipment, and interagency agreements;
2. Training personnel and clarifying roles and responsibilities; Improving interagency coordination and communications;
3. Identifying gaps in resources;
4. Improving individual performance;
5. Identifying opportunities for improvement.

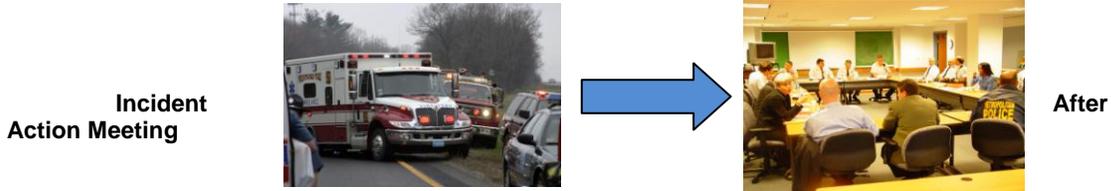
Annual exercises can also be used to assess and improve performance, and can be an excellent way of demonstrating community resolve to prepare for disastrous events. As part of the NIMS Compliance requirements, STATE Agency / Organizations must plan for, and/or participate in, an all-hazards exercise program (for example, Homeland Security Exercise and Evaluation Program (HSEEP) annually, These exercises must include a corrective action report that includes response personnel from multiple disciplines and/or multiple jurisdictions. Additionally, these corrective actions must be integrated into your future preparedness and response plans and procedures.

Actual Incidents vs. Exercises:

Nothing tests response capabilities and management ability more than an actual incident. Actual incidents often provide the vital component of “lessons learned” to all those involved, however, those lessons can only be shared when an after action study is conducted in a timely manner.

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The Oklahoma State Office of Homeland Security will again accept multiple agency/jurisdiction responses to incidents as an exercise only if a written after action report with appropriate corrective actions should be provided.



In the case of Exercises, or Actual Incidents, NIMS concepts and principles must be incorporated. These principles include flexibility, Scalability, standardization, Interoperability, resource management, incident command, multi-agency coordination and the use of a public information system.

23.1 Apply common and Consistent Terminology

To support the implementation of NIMS and to ensure effective multi-agency responses, STATE Agencies/Organizations should use a common language based on plain English. Incident response commands should be communicated uniformly and be understood easily by STATE Agency staff including response personnel, volunteers, first responders, and all other community partners. STATE Agency / Organizational personnel should use vocabulary and terminology that match that of their community partners. Clear communication standards, including encouraging the use of plain English, should be developed and used in the plan, training activities, and emergency exercises. These communications must be understood by all who need to respond — clear communication should be understood by people new to the community, learning English, and who have auditory impairments.

25.1- 27.1 Resource Inventory and Management and Interoperability

NIMS-oriented resource management and mutual aid enhances incident readiness and response at all levels of government through a comprehensive and integrated system that allows jurisdictions to share resources among mutual aid partners. The NIMS emphasizes the importance of maintaining accurate and up-to-date information on resources at every level of government and the use of resource management is a critical component of emergency incident management.

Oklahoma's STATE Agency/Organization POCs should maintain a current resource inventory in accordance with the NIMS typed definitions. For resources that have not been typed, resources should be defined by capacity and capability in accordance with the established resource typing methodology. Up-to-date inventories of response assets are a NIMS compliance requirement and are critical to effective incident management.

To the extent possible, STATE Agency/Organizations should work with community response partners to establish common equipment, communications, and data interoperability resources and standards. STATE Agency/Organization assets should be compatible with those their community partners will be using during incident response. Partners include law enforcement, fire personnel, local hospitals, public health, mental

health, and any partner with a role in emergency response. To establish and maintain a common operating picture, STATE Agency/Organizations, and their emergency management partners must work to ensure that accessibility and interoperability are principle goals.

28.1 Credentialing

NIMS calls for a nationwide system for credentialing personnel and equipment as part of the resource management component. The intent of credentialing is to authenticate individuals and their capabilities when responding to disasters. Ideally it includes professionals and volunteers and is a standard system across disciplines and agencies. Oklahoma is in the design phase of developing a statewide credentialing system that will be expandable and scaleable to meet National Incident Management Integration Center (NIC) standards when completed.

Realizing several jurisdictions have begun building Credentialing systems, every effort will be made to incorporate this data into the statewide solution. Further regulatory guidance explaining the standard can be obtained by accessing the NIMS Integration Center, which is developing a national credentialing guidance.

****A Comprehensive State Credentialing plan is being developed through a cooperative effort of OEM and OKOHS. A State Credentialing Advisory Committee is in the process of developing state-wide recognized qualifications.**

29.1 -30.1 Institutional Use of the NIMS ICS System

To institutionalize the use of ICS' means that government officials, incident managers and emergency response organizations at all jurisdictional levels adopt the Incident Command System and launch activities that will result in the use of the Incident Command System for all incident response operations. Actions to institutionalize the use of ICS basically take place at two levels: **1. Policy Level and 2. Operational Level**

1. **At the policy level**, institutionalizing the ICS means government officials, i.e., governors, mayors, State Department Managers/Directors, tribal leaders and others adopt the ICS through executive order, proclamation or legislation as the jurisdiction's official incident response system; and Direct that incident managers and response organizations in their jurisdictions train and exercise the ICS and use it in their response operations.
2. **At the operational level**, evidence that incident managers and emergency response organizations are institutionalizing the ICS would include the following: ICS is being integrated into functional and system-wide emergency operations policies, plans and procedures; ICS training is planned or under way for responders, supervisors and command level officers; Responders at all levels are participating in and/or coordinating ICS-oriented exercises that involve responders from multi-disciplines and jurisdictions.

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While it is expected that all these activities may not be fully implemented, it is expected that where possible there will be at a minimum, planning for such activities would be initiated and actions taken to put them into practice.

30.1: If your STATE Agency/Organization is taking actions towards implementing NIMS policy, including participation in following functions of a MACS: Situation assessment, Acquisition of Resources, Coordination with Local, State or Federally Elected Officials, or any of the other functions of a Multi Agency Coordination System (MACS) then select yes and mark the activities that apply.

NIMS Compliance Self Assessment Form or NIMSCAST?

Compliance forms are available for STATE Agency/Organizations to assist POCs in determining compliance with the NIMS for the 2012 year. This form follows the 2012 NIMS Compliance Guidelines and will be used to record your activities and numbers of individuals trained at various levels. Submission of this form is an annual requirement and will be used to determine your progress in implementing NIMS within your agency.

All STATE Agency/Organizations participating in grants that require NIMS Compliance must complete the NIMS Self Assessment Check Sheet annually and mail or fax it to the information below.

***Oklahoma Office of Homeland Security
PO Box 11415
Oklahoma City, OK 73136
FAX: 405-425-7295***

Forms may also be scanned and emailed to: homelandsecurity@dps.state.ok.us



NIMS COURSE DESCRIPTIONS

Listed Courses:

- IS 700: NIMS: An Introduction**
- IS 701: NIMS Multiagency Coordination Systems (MACS)**
- IS 702: NIMS Public Information**
- IS 703: NIMS Resource Management**
- IS 704: NIMS Communications and Information Management**
- IS 800: National Response Framework**
- ICS 100: Introduction to the Incident Command System**
- ICS 200: Basic ICS**
- ICS 300: Intermediate ICS**
- ICS 400: Command and General Staff**

The following courses can be accessed by visiting the Emergency Management Institute's website: www.training.fema.gov



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Internet Courses:

IS 700: NIMS: An Introduction

This is an awareness level course that introduces NIMS and takes approximately three hours to complete. It explains the purpose, principles, key components and benefits of NIMS. The internet course contains a "Planning Activity" screens giving you an opportunity to complete some emergency planning tasks during this course. The planning activity screens on the internet are printable so that you can use them for you own agency after you complete the course.

<http://www.training.fema.gov/emiweb/is/is700.asp>

IS-701: NIMS Multiagency Coordination Systems (MACS)

The National Incident Management System (NIMS) identifies MACS as a key system of the Command & Management Component (IV) that integrates directly with the National Response Framework. This course will prepare students to participate as a member of an activated MAC group in the event of a significant incident. The course focuses on understanding individual roles in multi-agency coordination, understanding the multi-agency process as it relates to incident management, & how MAC integrates with other NIMS components. The materials are presented through a combination of inter-active presentations, case studies & table top exercises **Prerequisites: None (Completion of IS-700 & ICS courses through I-400 is recommended)**

<http://training.fema.gov/emiweb/is/IS701a.asp>

IS-702 NIMS Public Information

This course is designed for experienced PIOs. It will touch on the fundamentals of effective public information programs, but only to illustrate or provide examples for the details of NIMS Public Information. The public information systems described in NIMS are designed to effectively manage public information at an incident, regardless of the size and complexity of the situation or the number of entities involved in the response. The goal of this course is to facilitate NIMS compliance by providing the basic information and tools needed to apply the NIMS public information systems and protocols during incident management.

<http://www.training.fema.gov/EMIWeb/IS/is702.asp>

IS-703: NIMS Resource Management

This is an interactive computer-based course that explains resource management components, concepts, and principles. The course is divided into six lessons, which each take 10 to 60 minutes to complete. A passing grade on the post-test at the completion of Lesson 6 is required for course credit. Although IS-703 is designed to be taken online interactively, course materials may be downloaded and used in a classroom setting.

<http://www.training.fema.gov/emiweb/is/is703a.asp>

IS-704 NIMS Communications and Information Management

This interactive computer-based course introduces you to the Communications and Information Management component of the National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. Effective emergency management and incident response activities rely on flexible communications and information systems that provide a common operating picture to emergency management/response personnel and their affiliated organizations. Establishing and maintaining a common operating picture and ensuring accessibility and interoperability are the principal goals of the Communications and Information Management component of NIMS. Properly planned, established, and applied communications enable the dissemination of information among command and support elements and, as appropriate, cooperating agencies and organizations.

<http://training.fema.gov/EMIWeb/IS/IS704.asp>

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IS 800: National Response Framework (NRF), an Introduction

This course introduces the student to the NRF, including the concept of operations upon which the framework is built, roles and responsibilities of the key players, and the organizational structures used to manage these resources. The NRF retains the same core principles of the National Incident Management System (NIMS) in which first responders from different jurisdictions and disciplines can work together more closely to effectively respond to natural disasters and emergencies, including acts of terrorism. This course is designed for federal department/agency staff responsible for implementing the NRF, as well as state, local and private sector emergency management professionals whose primary responsibility is emergency management.

<http://training.fema.gov/EMIweb/IS/is800b.asp>

ICS 100: Introduction to the Incident Command System

This course introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

<http://training.fema.gov/is/nims.asp>

From this site select one of the 8 different courses listed below that best describes your occupation.

IS-100.b - (ICS 100) Introduction to Incident Command System

IS-100.FDA Introduction to Incident Command System (ICS 100) for Food and Drug Administration

IS-100.HCb Introduction to the Incident Command System for Healthcare/Hospitals

IS-100.HE Introduction to the Incident Command System for Higher Education

IS-100.FWa Introduction to the Incident Command System for Federal Workers

IS-100.LEb Introduction to the Incident Command System for Law Enforcement

IS-100.PWb Introduction to the Incident Command System for Public Works Personnel

IS-100.SCa Introduction to the Incident Command System for Schools

ICS 200: Basic ICS

ICS 200 is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). ICS-200 provides training on and resources for personnel who are likely to assume a supervisory position within the ICS. ICS-100 is a pre-requisite to the ICS-200 course.

<http://training.fema.gov/emiweb/is/is200b.asp>

Classroom Courses:

ICS 300: Intermediate ICS

ICS 300 is a 2 or 3 day, 18 hour minimum instructor led course for all Mid-level Management Federal/State/Local/Tribal/Private Sector & Non-governmental personnel to include should take ICS-300, including: Persons serving as command staff, section chiefs, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multi-agency coordination system/emergency operations center staff. ICS 300 training includes the following topical areas:

- * ICS Staffing and organization to include: reporting and working relationships and information flow.
- * Transfer of Command
- * Unified Command functions in a multi-jurisdictional or multi-agency incident
- * ICS forms
- * Resource Management
- * Interagency mission planning and procurement

[http://www.osufst.org/calendar/main.php?view=upcoming&categoryfilter\[\]=22](http://www.osufst.org/calendar/main.php?view=upcoming&categoryfilter[]=22)

ICS 400: Command and General Staff

ICS 400 is a 2-day, 16 hour minimum instructor led only course for all Federal/State/Local/Tribal/Private Sector & Nongovernmental personnel who will serve as command or general staff in an ICS organization, select department heads with multi-agency coordination system responsibilities, area commanders, emergency managers, and multi-agency coordination system/emergency operations center managers. ICS 400 training includes the following topical areas:

- *Command and General Staff
- *Deputies and assistants
- *Unified command
- *Organizational relationships between Area Command, Unified Command, Multi Entity Coordination Systems, and Emergency Operations centers (EOCs)

[http://www.osufst.org/calendar/main.php?view=upcoming&categoryfilter\[\]=22](http://www.osufst.org/calendar/main.php?view=upcoming&categoryfilter[]=22)

NIMS ADOPTION

Implementation Objective 1: Adopt NIMS for all State Government departments/agencies; as well as promote and encourage NIMS Adoption by associations, utilities, nongovernmental organizations (NGOs) and private sector emergency management and incident response organizations.

1.1 Has the State government formally adopted the NIMS National Incident Management System as its all-hazards incident management system? This includes any adoption submitted in past years.

Yes

No

What legal authority was used to formally adopt NIMS: [Check all that apply.]

Executive Order

Proclamation

Resolution

Other legal authority

Date that NIMS formally adopted? _____

1.2 Does the formal adoption of NIMS expire?

Yes (Complete Below)

No (Skip to 1.3)

1.3 Does the State government promote NIMS adoption by associations, utilities, private sector, and nongovernmental organizations?

Yes

No

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For State Governments

Implementation Objective 3: Designate and maintain a single point of contact within the State Government to serve as principle coordinator of NIMS implementation jurisdiction-wide (to include principal coordinator for NIMS implementation within each Department/Agency).

3.1 Has State government designated a single point of contact with the authority to serve as the principal coordinator for overall jurisdiction-wide NIMS implementation?

Yes

No

Name
Title
Email Address
Phone Number
Mailing Address
Date of designation

3.2 Have the appropriate State Departments/Agencies or those with emergency management and incident response responsibilities designated a single point of contact within each of the Departments/Agencies with the authority to serve as the principal coordinator for NIMS implementation?

Yes (Answer below)

No (Skip to 4.1)

Total number of State Departments/Agencies? _____

Total Number of State Departments/Agencies that have designated a POC _____

Implementation Objective 4: Ensure that Federal Preparedness Awards (to include, but not limited to, DHS Homeland Security Grant Program and Urban Area Security Initiative Funds) to State governments, support all required NIMS compliance requirements.

4.1 Does the State government ensure that Federal Preparedness Awards [including DHS Homeland Security Grant Program and Urban Area Security Initiative (UASI) Funds] support NIMS compliance?

Yes

No

N/A

Implementation Objective 5: Audit agencies and review organizations should routinely include NIMS Compliance Objectives, (requirements) in all audits associated with Federal Preparedness Awards.

5.1 Do State government audit agencies and review organizations include required NIMS compliance activities in all audits associated with Federal Preparedness Awards?

Yes

No

N/A

PREPAREDNESS: TRAINING

Implementation Objective 9: Use existing resources such as programs, personnel and training facilities to coordinate and deliver NIMS training requirements.

9.1 Does the State government use the following resources for NIMS training?

Explanation: Does your government have existing paid or volunteer personnel, training programs, or access to a building that will function as a classroom, in order to train individuals to NIMS?

	Yes	No
Programs	[]	[]
Personnel	[]	[]
Facilities	[]	[]

Implementation Objective 10: Implement IS-700 NIMS: “An Introduction” or equivalent by appropriate personnel.

10.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive IS-700 training?

[] **Yes** [] **No**

Number of appropriate personnel who are required to complete IS-700: _____
 Number of appropriate personnel who have completed IS-700: _____

The number of appropriate personnel who have completed IS-700 for the following categories:

Entry-level first responders	First line supervisors	Emergency Management and response personnel in middle management	Emergency Management and response personnel in command and general staff
[]	[]	[]	[]

10.2 Does the State government document IS-700 training status of personnel from:

() **Yes** () **No**

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Implementation Objective 11 : Implement IS-701 NIMS: “Multiagency Coordination Systems” (MACS) training or equivalent by appropriate personnel.

11.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive IS 701 training?

Yes No

Number of appropriate personnel who are required to complete IS-701: _____

Number of appropriate personnel who have completed IS-701: _____

The number of appropriate personnel who have completed IS-701 for the following categories:

Entry-level first responders

First line supervisors

Emergency Management and response personnel in middle management

Emergency Management and response personnel in command and general staff

[]

[]

[]

[]

11.2 Does the State government document IS-701 training status of personnel from:

Yes No

Implementation Objective 12: Implement IS-702 NIMS: “Public Information” training or equivalent by appropriate personnel.

12.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel, receive IS 702 training?

Yes No

Number of appropriate personnel who are required to complete IS-702: _____

Number of appropriate personnel who have completed IS-702: _____

The number of appropriate personnel who have completed IS-702 for the following categories:

Entry-level first responders

First line supervisors

Emergency Management and response personnel in middle management

Emergency Management and response personnel in command and general staff

[]

[]

[]

[]

12.2 Does the State government document IS-702 training status of personnel from:

Yes No

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Implementation Objective 13: Implement IS-703 NIMS: “Resource Management” training or equivalent by appropriate personnel.

13.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel, receive IS 703 training?

Yes No

Number of appropriate personnel who are required to complete IS-703: _____
Number of appropriate personnel who have completed IS-703: _____

The number of appropriate personnel who have completed IS-703 for the following categories:

Entry-level first responders	First line supervisors	Emergency Management and response personnel in middle management	Emergency Management and response personnel in command and general staff
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13.2 Does the State government document IS-703 training status of personnel from:

Yes No

Implementation Objective 14: Implement IS-704 NIMS: “Communication and Information Management” training or equivalent by appropriate personnel.

14.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel, receive IS 704 training?

Yes No

Number of appropriate personnel who are required to complete IS-704: _____
Number of appropriate personnel who have completed IS-704: _____

The number of appropriate personnel who have completed IS-704 for the following categories:

Entry-level first responders	First line supervisors	Emergency Management and response personnel in middle management	Emergency Management and response personnel in command and general staff
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

14.2 Does the State government document IS-704 training status of personnel from:

Yes No

Implementation Objective 15: Implement IS-800 “National Response Framework: an Introduction” or equivalent by appropriate personnel.

15.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive IS-800 training?

Yes

No

Number of appropriate personnel who are required to complete IS-800: _____

Number of appropriate personnel who have completed IS-800: _____

The number of appropriate personnel who have completed IS-800 for the following categories:

Emergency Management and response personnel in (middle management) _____

Emergency Management and response personnel in command and general staff _____

15.2 Does the State government document IS-800 training status of personnel from:

Yes

No

Implementation Objective 16: Implement ICS-100 “Introduction to ICS” training or equivalent by appropriate personnel.

16.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive ICS 100 training?

Yes

No

Number of appropriate personnel who are required to complete ICS-100: _____

Number of appropriate personnel who have completed ICS-100: _____

The number of appropriate personnel who have completed ICS-100 for the following categories:

Entry-level first responders _____

First line supervisors _____

Emergency Management and response personnel (middle management) _____

Emergency Management and response personnel (command and general staff) _____

16.2 Does the State government document ICS-100 training status of personnel from:

Yes

No

Implementation Objective 17: Implement ICS-200 “ICS for Single Resources and Initial Action Incidents” or equivalent training is completed by appropriate personnel.

17.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive ICS-200 training?

Yes No

Number of appropriate personnel who are required to complete ICS-200: _____

Number of appropriate personnel who have completed ICS-200: _____

The number of appropriate personnel who have completed ICS-200 for the following categories:

Entry-level first responders _____

First line supervisors _____

Emergency Management and response
personnel (middle management) _____

Emergency Management and response
personnel (command and general staff) _____

17.2 Does the State government document ICS-200 training status of personnel from:

Yes No

Implementation Objective 18: Implement ICS-300 “Intermediate ICS” training or equivalent by appropriate personnel.

18.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive ICS-300 training?

Yes No

Number of appropriate personnel who are required to complete ICS-300: _____

Number of appropriate personnel who have completed ICS-300: _____

The number of appropriate personnel who have completed ICS-300 for the following categories:

Emergency Management and response
personnel: (middle management) _____

Emergency Management and response
personnel: (command and general staff) _____

Personnel as ICS Trainers _____

18.2 Does the State government document ICS-300 training status of personnel from:

Yes No

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Implementation Objective 19: Implement ICS-400 “Intermediate ICS” training or equivalent by appropriate personnel.

19.1 Has the State Jurisdiction implemented a training program to ensure that the appropriate personnel receive ICS-400 training?

Yes

No

Number of appropriate personnel who are required to complete ICS-400: _____
 Number of appropriate personnel who have completed ICS-400: _____

The number of appropriate personnel who have completed ICS-400 for the following categories:

Emergency Management and response personnel (middle management) _____

Emergency Management and response personnel (command and general staff) _____

Personnel as ICS Trainers _____

19.2 Does the State government document ICS-400 training status of personnel from:

Yes

No

PREPAREDNESS: EXERCISES

Implementation Objective 20: Incorporate NIMS concepts and principles into all appropriate training and exercises.

20.1 Have the following NIMS concepts and principles been incorporated into all appropriate training?

	Incorporated	Not Incorporated
Flexibility	[]	[]
Scalability	[]	[]
Standardization	[]	[]
Interoperability & Compatibility	[]	[]
Resource Management	[]	[]
Incident Command	[]	[]
Multiagency Coordination	[]	[]
Public Information	[]	[]

**FY 2012 NIMS Compliance
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21.3 In FY 2012, will the State government participate in all-hazards:

Drills	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Table-top Exercises	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Functional Exercises	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Full-scale Exercises	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

Implementation Objective 22: Incorporate corrective actions into preparedness and response plans and procedures.

22.1 After conducting and/or participating in an all-hazards exercise program, does the State government incorporate corrective actions into preparedness and response plans and procedures?

Yes No

COMMUNICATIONS AND INFORMATION MANAGEMENT

Implementation Objective 23: Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.

23.1 Does the State government apply the following communication standards:

	Yes	No
Plain Language (Clear Text)	<input type="checkbox"/>	<input type="checkbox"/>
Common and Consistent Terminology	<input type="checkbox"/>	<input type="checkbox"/>

Implementation Objective 24: Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during an incident/planned event.

24.1 Does the State government utilize the following to present consistent and accurate information during an incident/planned event?

	Yes	No
Systems	<input type="checkbox"/>	<input type="checkbox"/>
Tools	<input type="checkbox"/>	<input type="checkbox"/>
Processes	<input type="checkbox"/>	<input type="checkbox"/>

RESOURCE MANAGEMENT

Implementation Objective 25: Inventory response assets to conform to NIMS National resource Typing Definitions, as defined by FEMA's Incident Management Systems Integration Division.

25.1 Has the State government inventoried its emergency management/incident response assets to conform to NIMS National Resource Typing Definitions?

Yes

No

25.2 Has the State government typed its response assets to conform to NIMS National Resource Typing Definitions? .

Yes

No

25.3 Does the State government have a process to determine availability of emergency management/incidents response assets in accordance with "Tier One" NIMS National Resource Typing Definitions?

Yes

No

Implementation Objective 26: Utilize State government response asset inventory for intrastate and interstate mutual aid requests [such as Emergency Management Assistance Compact (EMAC)], training exercises, and incidents/planned events.

26.1 Does the State government use the response asset inventory for:

	Yes	No
All-Hazards Exercise Program	<input type="checkbox"/>	<input type="checkbox"/>
Interstate Mutual Aid and Assistance	<input type="checkbox"/>	<input type="checkbox"/>
Training	<input type="checkbox"/>	<input type="checkbox"/>
Incidents/Planned Events	<input type="checkbox"/>	<input type="checkbox"/>

Implementation Objective 27: Ensure that equipment, communications and data systems acquired through State acquisition programs are interoperable.

27.1 State government acquisition programs require the following to be interoperable throughout the jurisdiction when purchased:

	Yes	No
Equipment	<input type="checkbox"/>	<input type="checkbox"/>
Communications	<input type="checkbox"/>	<input type="checkbox"/>
Data Systems	<input type="checkbox"/>	<input type="checkbox"/>

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27.2 If the State government is providing funds for equipment, communications and data systems does it ensure State acquisition programs require the following to be interoperable when purchased:

	Yes	No
Equipment	<input type="checkbox"/>	<input type="checkbox"/>
Communications	<input type="checkbox"/>	<input type="checkbox"/>
Data Systems	<input type="checkbox"/>	<input type="checkbox"/>

Implementation Objective 28: Initiate development of a jurisdiction-wide system to credential emergency management/response personnel to ensure proper authorization and access to an incident, including those involving mutual aid agreements and/or assistance agreements.

28.1 Has the State government initiated the development of a jurisdiction-wide system to credential emergency management/response personnel?

Yes

No

If Yes, is the credentialing system based upon an existing State-wide system?

Yes

No

If Yes, what disciplines does the credential system encompass?

Animal Health/ Rescue
Emergency Management
EMS
Fire
Hazardous Materials
Incident Management
Law Enforcement/ Public Safety
Medical/Hospital
Public Health
Public Works
Other

If yes, does the State government credentialing conform to current NIMS national credentialing criteria and guidance? [Note: Credentialing should include the means for validating the identity, qualification, and deployment authorization that allows for the granting of access to an incident, including preparedness-related exercises and training activities.]

Yes

No

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Implementation Objective 29: Manage all incidents/ planned events in accordance with Incident Command System (ICS) organizational structures, doctrine and procedures. ICS implementation must include the consistent application of Incident Action Planning (IAP) and common communications plans, as appropriate.

29.1 Does the State government implement ICS for all-hazards emergency management and incident response/planned events?

Yes No

29.3 Does the State government implement Incident Action Plans (IAPs) during incidents/planned events, as appropriate?

Yes No

29.4 Does the State government implement common communication plans during incidents/planned events, as appropriate?

Yes No

Implementation Objective 30: Coordinate and support emergency management and incident response activities through the development and use of integrated Multiagency Coordination System (MACS) [i.e., develop and maintain connectivity between State Incident Command Posts (ICP), State 911 Centers, State Emergency Operations Centers (EOCs), the State/Territorial EOC, and Regional and Federal EOCs and NRF organizational elements].

30.1 Does the State government use integrated MACS, where appropriate, during incidents/planned events? .

Yes No

Which of the following primary functions is coordinated by a State government MACS: [Check all that apply.]

- Situation assessment
- Critical resource acquisition and allocation
- Other State/Territory, Tribal Nation, State, and Federal MACS
- Coordination with elected and appointed officials
- Coordination of summary information
- Incident priority determination
- Other functions

Implementation Objective 31: Institutionalize, within the framework of ICS, Public Information, [e.g., Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident/planned event.

31.1 Do emergency plans, within the framework of ICS, include processes and procedures for Public Information during incidents/planned events as appropriate?

Yes

No

Can Public Information establish a JIS during incidents/planned events, as appropriate?

Yes

No

Can Public Information establish a JIC during incidents/planned events, as appropriate?

Yes

No

Can Public Information identify individuals to serve as Public Information Officers (PIOs) during an incident/planned event, as appropriate?

Yes

No

Implementation Objective 32: Ensure that Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.

32.1 During an incident/planned event can the Public Information system:

	Yes	No
Gather information	<input type="checkbox"/>	<input type="checkbox"/>
Verify information	<input type="checkbox"/>	<input type="checkbox"/>
Coordinate information	<input type="checkbox"/>	<input type="checkbox"/>
Disseminate information	<input type="checkbox"/>	<input type="checkbox"/>



Oklahoma NIMS Compliance Objectives State Agencies / Organizations

Due on or before September 30, 2012

Please indicate (YES or NO) in the appropriate box if the specific NIMS Compliance Objective has been fulfilled and provide any additional comments if necessary.

FFY 2012 NIMS Compliance Objectives	YES / NO	Comments
<u>Adoption</u>	-	-
1. Adopt NIMS for all Departments/Agencies; as well as promote and encourage NIMS adoption by associations, utilities, nongovernmental organizations (NGOs) and private sector emergency management and incident response organizations.		
2. Designate and maintain a single point of contact within government to serve as principle coordinator for NIMS implementation jurisdiction-wide (to include a principle coordinator for NIMS implementation within each Department/Agency.) POC Name: _____ Address: _____ City _____ State _____ Zip: _____ Phone: _____ Email _____ Date of Appointment _____		
3. Ensure that all Federal Preparedness Awards [to include, but not limited to, DHS Homeland Security Grant Program and Urban Area Security Initiative Funds] to State/Territorial/Local Departments/Agencies support all required NIMS Compliance Objectives		
4. Audit agencies and review organizations should routinely include NIMS compliance requirements in all audits associated with Federal Preparedness Awards.		

<u>Preparedness: Planning</u>	YES / NO	Agency Rep
5. Revise and update emergency operations plans (EOPs), standard operating procedures (SOPs), and standard operating guidelines (SOGs) to incorporate NIMS and National Response Framework (NRF) components, principles, and policies, to include planning, training, response, exercises, equipment, evaluation, and corrective actions.		
6. Promote and/or develop intrastate and interagency mutual aid agreements and assistance agreements (to include agreements with the private sector and NGOs).		

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<u>Preparedness: Training</u>	YES / NO	List the Number Trained
8. Use existing resources such as programs, personnel and training facilities to coordinate and deliver NIMS training requirements.		
9. Implement <i>IS-700 NIMS: An Introduction</i> or equivalent by appropriate personnel		
10. Implement <i>IS-701 NIMS: An Introduction</i> or equivalent by appropriate personnel		
11. Implement <i>IS-702 NIMS: An Introduction</i> or equivalent by appropriate personnel		
12. Implement <i>IS-703 NIMS: An Introduction</i> or equivalent by appropriate personnel		
13. Implement <i>IS-704 NIMS: An Introduction</i> or equivalent by appropriate personnel		
14. Implement <i>IS-800 National Response Framework (NRF): An Introduction</i> or equivalent by appropriate personnel		
15. Implement <i>IS-100 Introduction to ICS</i> or equivalent by appropriate personnel		
16. Implement <i>IS-200 ICS for Single Resources and Initial Action Incidents</i> training or equivalent by appropriate personnel		
17. Implement <i>ICS-300 Intermediate ICS</i> training or equivalent by appropriate personnel		
18. Implement <i>ICS-400 Advance Training</i>		

<u>Preparedness: Exercise</u>	YES / NO	List Date of Exercise
19. Incorporate NIMS concepts and principles into all appropriate State/Territorial training and exercises.		
20. Plan for and/or participate in an all-hazards exercise program [for example, Homeland Security Exercise and Evaluation Program] that involves emergency management/response personnel from multiple disciplines and/or multiple jurisdictions.		
21. Incorporate corrective actions into preparedness and response plans and procedures.		

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<u>Communications and Information Management</u>	YES / NO	Comment
22. Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.		
23. Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during and incident/planned event.		

<u>Resource Management</u>	YES / NO	Comment
24. Inventory response assets to conform to NIMS National Resource Typing Definitions, as defined by FEMA Incident Management Systems Division.		
25. Ensure that equipment, communications and data systems acquired through State/Territorial and Local acquisition programs are interoperable.		
26. Utilize response asset inventory for intrastate and interstate mutual aid requests [such as Emergency Management Assistance Compact (EMAC)], training, exercises, and incidents/planned events.		
27. Initiate development of a jurisdiction-wide system to credential emergency management/response personnel to ensure proper authorization and access to an incident including those involving mutual aid agreements and/or assistance agreements.		

<u>Command and Management: Incident Command System</u>	YES / NO	Comment
28. Manage all incidents/planned events in accordance with ICS organizational structures, doctrine and procedures. ICS implementation must include the consistent application of Incident Action Planning (IAP), common communications plans, implementation of Area Command 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, and implementation of unified command (UC) in multi-jurisdictional or multi-agency incident management, as appropriate.		

<u>Command and Management: Multi-Agency Coordination System</u>	YES / NO	Comment
29. Coordinate and support emergency management and incident response objectives through the development and use of integrated multi-agency coordination systems, i.e.- develop and maintain connectivity capability between local Incident Command Posts (ICP), local 911 Centers, local Emergency Operations Centers (EOCs), the State/Territorial EOC and Regional/Federal EOCs and NRF organizational elements.		

<u>Command and Management: Public Information</u>	YES / NO	Comment
30. Institutionalize, within the framework of ICS, Public Information, [e.g., Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident/planned event.		

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31. Ensure that Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.		
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State Agency Name: _____

I _____ of
(Print name of Authorized Representative)

_____ do hereby verify that the above NIMS
(State Agency/Organization)

Compliance requirements have been met.

Signature

Date

ed: August 1st, 2008