Oklahoma Office of Homeland Security (OKOHS)

Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>1</td>
</tr>
<tr>
<td>NIMS Compliance</td>
<td>1</td>
</tr>
<tr>
<td>NIMS Formal Adoption</td>
<td>3</td>
</tr>
<tr>
<td>NIMS POC Responsibilities</td>
<td>4</td>
</tr>
<tr>
<td>Revision and Development of SOPs SOGs and EOPs</td>
<td>5</td>
</tr>
<tr>
<td>Mutual Aid Agreements</td>
<td>6</td>
</tr>
<tr>
<td>NIMS/ICS Training Requirements</td>
<td>6-9</td>
</tr>
<tr>
<td>Training Requirement Breakdown</td>
<td></td>
</tr>
<tr>
<td>Specific Position Training</td>
<td></td>
</tr>
<tr>
<td>Instructor Led Courses</td>
<td></td>
</tr>
<tr>
<td>Internet Courses</td>
<td></td>
</tr>
<tr>
<td>Documentation of Training</td>
<td></td>
</tr>
<tr>
<td>Transcript Requests and Verification of Training</td>
<td></td>
</tr>
<tr>
<td>Exercise Programs</td>
<td>9</td>
</tr>
<tr>
<td>Resource Inventory and Management</td>
<td>10</td>
</tr>
<tr>
<td>Credentialing</td>
<td>11</td>
</tr>
<tr>
<td>NIMS Compliance Check Sheet</td>
<td>12</td>
</tr>
</tbody>
</table>

Attachment Tabs

- NIMS Adoption Documents
- NIMS Course Descriptions
- 2012 NIMS Compliance Objectives
- Compliance Check Sheet:
Introduction

The NIMS Implementation Plan incorporates best practices from a wide range of incident management disciplines to provide EMS 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, and EMS 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 EMS 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 EMS 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, EMS agencies can achieve what is considered as full NIMS implementation for FY 2012. EMS 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:

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

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 EMS, Volunteer, and Non-governmental agencies must formally adopt the NIMS by resolution or letter. Most political jurisdictions have already done this, however if you have not previously completed, each jurisdiction will be required to provide a NIMS resolution formally adopting NIMS which will be signed by the jurisdictions signatory officials(s). This formal adoption will be in recorded as your agencies baseline and documented by the NIMS POC in the NIMSCAST assessment. There is no need to submit a new adoption document unless your resolution specified an expiration date. Below is a sample adoption document.

A sample adoption document may be found in this manual or they may be downloaded from the Oklahoma Office of Homeland Security website at the following web address:

http://www.ok.gov/homeland/NIMS
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 EMS 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 EMS 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 EMS 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 EMS 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. EMS 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 EMS 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.
- 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 EMS 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 EMS 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.

EMS 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?

EMS 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, EMS, 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.

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 EMS 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. 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](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](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/](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

**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.

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/tranrqst1.pdf

Individuals can mail a completed transcript request to:

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

Individual students can also 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 EMS 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, EMS 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. 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, EMS Agencies/Organizations should use a common language based on plain English. Incident response commands should be communicated uniformly and be understood easily by EMS Agency staff including response personnel, volunteers, first responders, and all other community partners. EMS 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 EMS 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, EMS Agency/Organizations should work with community response partners to establish common equipment, communications, and data interoperability resources and standards. EMS 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, EMS 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.
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, county and city managers, 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.

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 EMS 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 EMS 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 EMS 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

***Note: EMS agencies managed by a single county or municipality may already be included with that city, town, or county's NIMSCAST report and do not need to complete additional assessment forms.***
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 websit:  www.training.fema.gov
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 your 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 interactive 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
**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](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](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](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


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)

NIMS ADOPTION

Implementation Objective 1: Adopt NIMS for all EMS Agencies / Organizations; 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 EMS Agency/Organization 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 Type of Document was used to formally adopt NIMS: [Check one.]

[ ] Executive Order
[ ] Proclamation
[ ] Resolution
[ ] Other legal authority

Date that NIMS formally adopted? ________________

1.2 Submit a copy of Official EMS Agency / Organization NIMS Adoption Document to:

Oklahoma Office of Homeland Security
PO Box 11415
Oklahoma City, OK 73136

1.3 Does the EMS Agency/Organization promote NIMS adoption by affiliated associations, utilities, private sector, governmental and nongovernmental organizations?

[ ] Yes  [ ] No
<table>
<thead>
<tr>
<th>Implementation Objective 3: Designate and maintain a single point of contact within the EMS Agencies/Organizations to serve as principal coordinator of NIMS implementation jurisdiction-wide (to include principal coordinator for NIMS implementation within each Department/Agency).</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1 Has the EMS Agency/Organization designated a single point of contact with the authority to serve as the principal coordinator for NIMS implementation?</td>
</tr>
<tr>
<td>[ ] Yes [ ] No</td>
</tr>
<tr>
<td>Identify the individual: Name:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>City/State Zip:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>E- Mail:</td>
</tr>
<tr>
<td>Identify the date of designation: _____________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>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 EMS Agencies/Organizations, support all required NIMS compliance requirements.</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1 Does the EMS Agency/Organization ensure that Federal Preparedness Awards [including DHS Homeland Security Grant Program and OSDH Preparedness Grant funds support NIMS compliance?</td>
</tr>
<tr>
<td>[ ] Yes [ ] Do not participate in Grants</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Implementation Objective 5: Audit agencies and review organizations should routinely include NIMS Compliance Objectives, (requirements) in all audits associated with Federal Preparedness Awards.</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1 Does the EMS Agency/Organization utilize audit agencies and review organizations to include required NIMS compliance activities in all audits associated with Federal Preparedness Awards? (Note: This includes internal Audits, HLS and OKOHS Audits.)</td>
</tr>
<tr>
<td>[ ] Yes [ ] Do not Participate in Grants</td>
</tr>
</tbody>
</table>
### PREPAREDNESS: PLANNING

#### Implementation Objective 7: Revise and update EMS Agency/Organization 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.

7.1 Does the EMS Agency/Organization review and revise Standard Operating Procedures and Guidelines incorporate NIMS components, principles, and policies?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

Note: Pre-hospital Operations Plans (EOPs), including Mass or Multi-casualty operations, should include components principles, and policies that incorporate NIMS.

7.3 Does the EMS Agency/Organization incorporate their response plan into the overall jurisdictional Response Plan?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

#### Implementation Objective 8: Promote and/or develop intrastate and interagency mutual aid agreements and assistance agreements (to include agreements with the private sector and NGOs).

8.1 Does the EMS Agency/Organization participate, promote and/or develop intrastate mutual aid agreements and assistance agreements with neighboring jurisdictions?

| Yes | No |

Do these include agreements with the private sector?

| Yes | No |

Do these include agreements with NGOs?

| Yes | No |

8.2 Does the EMS Agency/Organization participate in interagency mutual aid agreements and assistance agreements throughout the jurisdiction?

| Yes | No |
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 EMS Agency/Organization have access to Facilities, Programs, and Personnel that can provide NIMS training?

Yes _____  No _____

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

Note: 2012 Oklahoma State EMT-P, AEMT, EMT-P curriculum meets the equivalency for IS-100 and IS 700 NIMS Training

10.1 Has the EMS Agency/Organization implemented a training program to ensure that the appropriate personnel receive IS-700 training?

[ ] Yes  [ ] No

Number of identified personnel who are required to complete IS-700: __________
Number of personnel who have completed IS-700: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

Entry Level First Responders __________
First Line Supervisors __________
Emergency Management/Middle Management __________
Emergency Management / Command Staff __________

10.2 Does the EMS Agencies/Organizations document IS-700 training status of personnel from other emergency response organizations?

Yes _____  No _____  N/A _____
11.1 Has the EMS Agency/Organization 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: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

- Entry Level First Responder
- First Line Supervisors
- Emergency Management/Middle Management
- Emergency Management / Command Staff

11.2 Does the EMS Agency/Organization document IS-701 training status of personnel from other emergency response organizations?

Yes _____ No _____ N/A _____

12.1 Has the EMS Agency/Organization implemented a training program to ensure that the appropriate personnel receive IS 702 training?

[ ] Yes [ ] No

Number of identified personnel who are required to complete IS-702: __________

Number of personnel who have completed IS-702: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

- Entry Level First Responders
- First Line Supervisors
- Emergency Management/Middle Management
- Emergency Management / Command Staff

12.2 Does the EMS Agency/Organization document IS-702 training status of personnel from other emergency response organization?

Yes _____ No _____ N/A _____

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

Implementation Objective 12: Implement IS-702 NIMS: “Public Information” training or equivalent by appropriate personnel.
Implementation Objective 13: Implement IS-703 NIMS: “Resource Management” training or equivalent by appropriate personnel.

13.1 Has the EMS Agency/Organization implemented a training program to ensure that the appropriate personnel receive IS 703 training?

[ ] Yes  [ ] No

Number of identified personnel who are required to complete IS-703: __________
Number of personnel who have completed IS-703: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

- Entry Level First Responders
- First Line Supervisors
- Emergency Management/Middle Management
- Emergency Management / Command Staff

13.2 Does the EMS Agencies/Organizations document IS-703 training status of personnel from other emergency response organizations?

Yes _____  No _____  NA _____

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

14.1 Has the EMS Agency/Organization 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: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

- Entry Level First Responders
- First Line Supervisors
- Emergency Management/Middle Management
- Emergency Management / Command Staff

14.2 Does the EMS Agencies/Organizations document IS-704 training status of personnel from other emergency response organizations?

Yes _____  No _____  N/A _____
Implementation Objective 15: Implement IS-800 “National Response Framework: an Introduction” or equivalent by appropriate personnel.

15.1 Has the EMS Agency/Organization implemented a training program to ensure that the identified personnel receive IS-800 training?
NOTE: IS-800 is only required for those engaged in jurisdictional EMS response planning.

[ ] Yes  [ ] No

Number of identified personnel who are required to complete IS-800: _________
Number personnel who have completed IS-800: _________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

Emergency Management/Middle Management
Emergency Management / Command Staff

15.2 Does the EMS Agency/Organization document IS-800 training status of personnel from other emergency response organizations?

Yes _____ No______ N/A _____

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

Note: 2012 Oklahoma State EMT-P, AEMT, EMT-P curriculum meets the equivalency for IS-100 and IS 700 NIMS Training

16.1 Has the EMS Agency/Organization implemented a training program to ensure that the appropriate personnel receive ICS 100 training?

[ ] Yes  [ ] No

Number of identified personnel who are required to complete IS-100: _________
Number personnel who have completed IS-100: _________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

Entry Level First Responders
First Line Supervisors
Emergency Management/Middle Management
Emergency Management / Command Staff

16.2 Does the EMS Agency/Organization document ICS-100 training status of personnel from other emergency response organizations?

Yes _____ No_____ N/A _____
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 EMS Agency/Organization implemented a training program to ensure that the appropriate personnel receive ICS-200 training?

[ ] Yes  [ ] No

Number of identified personnel who are required to complete ICS-200: __________
Number personnel who have completed ICS-200: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

Entry Level First Responders  __________
First Line Supervisors  __________
Emergency Management/Middle Management  __________
Emergency Management / Command Staff  __________

17.2 Does the EMS Agency/Organization document ICS-200 training status of personnel from other emergency response organizations?

Yes _____  No _____  N/A _____

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

18.1 Has the EMS Agency/Organization 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: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

Emergency Management/Middle Management  __________
Emergency Management / Command Staff  __________
Number of ICS 300 Trainers (If any)  __________

18.2 Does the EMS Agency/Organization document ICS-300 training status of personnel from other emergency response organizations?

Yes _____  No _____  N/A _____
Compliance Objective 19: Implement ICS-400 “Intermediate ICS” training or equivalent by appropriate personnel.

19.1 Has the EMS Agency/Organization 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: __________

NOTE: The above numbers do not have to match as understood training is an ongoing process.

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

- Emergency Management/Middle Management __________
- Emergency Management / Command Staff __________
- Number of ICS 400 Trainers (If any) __________

19.2 Does the EMS Agency/Organization document ICS-400 training status of personnel from other emergency response organizations?

Yes _____ No _____ N/A _____

PREPAREDNESS: EXERCISES

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

20.1 Identify which of the following NIMS concepts and principles have been incorporated into all appropriate training and exercises?

<table>
<thead>
<tr>
<th>Concept</th>
<th>Incorporated</th>
<th>Not Incorporated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flexibility</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Scalability</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Standardization</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Interoperability &amp; Compatibility</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Resource Management</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Incident Command</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Multiagency Coordination</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Public Information</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
</tbody>
</table>
**Implementation Objective 21:** 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.

21.1 Does the EMS Agency/Organization plan for and participate in an all-hazards exercise program?  
- Yes ____  
- No ____

If yes, is the all-hazards exercise program multidisciplinary?  
- Yes ____  
- No ____

If yes, is the all-hazards exercise program multi-jurisdictional?  
- Yes ____  
- No ____

21.2 Does the EMS Agencies/Organizations plan and participate in an annual all-hazards exercise program?  
- Yes ____  
- No ____

Does your all-hazards exercise program involve participation from multiple disciplines or multiple agencies?  
- Yes ____  
- No ____

Which of the following NIMS components are evaluated through program exercises: (Check all that apply.)

- Preparedness  
- Communication and Information Management  
- Resource Management  
- Command and Management  
- Mutual Aid and Assistance  
- Interoperability  
- Participation of NGOs and Private Sector  

21.3 During the previous year which of the following exercises did the EMS Agency/Organization participate in?  

<table>
<thead>
<tr>
<th>Exercise</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drills</td>
<td>[ ]</td>
<td></td>
</tr>
<tr>
<td>Table-top Exercises</td>
<td>[ ]</td>
<td></td>
</tr>
<tr>
<td>Functional Exercises</td>
<td>[ ]</td>
<td></td>
</tr>
<tr>
<td>Full-scale Exercises</td>
<td>[ ]</td>
<td></td>
</tr>
</tbody>
</table>

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

22.1 After conducting and/or participating in an all-hazards exercise program, does the EMS Agency/Organization incorporate corrective actions into internal 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 In both daily operational as well as disaster communication, does the EMS Agency/Organization apply plain language (Clear Text) communication standards?

Yes _____  No _____

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 Which of the following methods will the EMS Agency/Organization utilize to present consistent and accurate information during an incident/planned event?

- Utilization of ICS with Consistent Terminology on scene ______
- Utilization of IAP ______
- Participation in Joint Information Center ______
- Work within an established ICS chain of command. ______
- Coordination with County Annex “H” Representation ______

RESOURCE MANAGEMENT

Compliance 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 EMS Agency/Organization provided the local jurisdiction with an inventory of deployable assets that are locally or nationally defined.

[ ] Yes  [ ] No

25.2 Has the EMS Agency/Organization typed its response assets to conform to NIMS National Resource Typing Definitions?

[ ] Yes  [ ] No

25.3 Does the EMS Agency/Organization have a process to determine availability of emergency management/incidents response assets?

[ ] Yes  [ ] No

OKOHS  11 of 14  October 2011
Implementation Objective 26: Utilize EMS Agency / Organization response asset inventory for intrastate and interstate mutual aid requests (such as Emergency Management Assistance Compact training and incidents / planned events).

26.1 Does the EMS Agencies/Organization follow procedures outlined in local and state Emergency Response Procedures to obtain assets while conducting incidents or planned events?

[ ] Yes  [ ] No

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

27.1 Does the EMS Agency/Organization acquisition program consider interoperability when purchasing the following items?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Equipment / Supplies</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Communications Equipment</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Data Systems</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
</tbody>
</table>

27.2 If the EMS Agency/Organization is providing funds for equipment, communications and data systems to other Emergency Organizations, does it require the following to be interoperable when purchased?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Equipment / Supplies</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Communications Equipment</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>Data Systems</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
</tbody>
</table>

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 Does the EMS Agency/Organization participate in a jurisdiction-wide system to credential EMS management and response personnel?

[ ] Yes  [ ] No

Does the EMS Agency/Organization participate in a jurisdiction-wide system to credential EMS management and response personnel?

[ ] Yes  [ ] No
COMMAND AND MANAGEMENT

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 EMS Agency/Organization utilize ICS for all-hazards emergency management and incident response/planned events?

[ ] Yes  [ ] No

29.3 Does the EMS Agency/Organization utilize Incident Action Plans (IAPs) during incidents/planned events, as appropriate?

[ ] Yes  [ ] No

29.4 Does the EMS Agency/Organization utilize 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 Non Governmental Incident Command Posts (ICP), Non Governmental 911 Centers, Non Governmental Emergency Operations Centers (EOCs), the State/Territorial EOC, and Regional and Federal EOCs and NRF organizational elements].

30.1 Does the EMS Agency/Organization participate in integrated MACS, where appropriate, during incidents/planned events?

[ ] Yes  [ ] No

Which of the following primary functions is coordinated by a EMS Agencies/Organizations MACS: [Check all that apply.]

[ ] Situation assessment
[ ] Critical resource acquisition and allocation
[ ] Other State/Territorial, Tribal Nation, Non Governmental, and Federal MACS
[ ] Coordination with elected and appointed officials
[ ] Coordination of summary information
[ ] Incident priority determination
[ ] Other functions
31.1 Does the EMS Agency/Organization participate in emergency plans, designed within the framework of ICS that include processes and procedures for Public Information during incidents planned events as appropriate?

Yes _____  No _____

Does your agency participate in a JIS/JIC during incidents/planned events, as appropriate?

Yes _____  No _____

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

Yes _____  No _____

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

32.1 During an incident or planned event can the EMS Agency / Organization’s Public Information Officer gather, verify, coordinate and disseminate Information?

Yes _____  No _____
# Oklahoma NIMS Compliance Objectives

**EMS 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.

<table>
<thead>
<tr>
<th>FFY 2012 NIMS Compliance Objectives</th>
<th>YES / NO</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Adoption</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>POC Name:</strong> _______________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> ________________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>City</strong> __________________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>State</strong> __________________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Zip:</strong> _________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phone:</strong> _________________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Email:</strong> _________________________</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Date of Appointment</strong> ______________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Preparedness: Planning</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Promote and/or develop intrastate and interagency mutual aid agreements and assistance agreements (to include agreements with the private sector and NGOs).</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Preparedness: Training

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

## Preparedness: Exercise

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>YES / NO</th>
<th>List Date of Exercise</th>
</tr>
</thead>
<tbody>
<tr>
<td>19.</td>
<td>Incorporate NIMS concepts and principles into all appropriate State/Territorial training and exercises.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20.</td>
<td>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21.</td>
<td>Incorporate corrective actions into preparedness and response plans and procedures.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Communications and Information Management</strong></td>
<td>YES / NO</td>
<td>Comment</td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>22. Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23. Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during and incident/planned event.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Resource Management</strong></th>
<th>YES / NO</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>24. Inventory response assets to conform to NIMS National Resource Typing Definitions, as defined by FEMA Incident Management Systems Division.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25. Ensure that equipment, communications and data systems acquired through State/Territorial and Local acquisition programs are interoperable.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Command and Management: Incident Command System</strong></th>
<th>YES / NO</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Command and Management: Multi-Agency Coordination System</strong></th>
<th>YES / NO</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Command and Management: Public Information</strong></th>
<th>YES / NO</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>31. Ensure that Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
EMS Agency Name: __________________________________________________________

I ___________________________________________________________ of
(Print name of Authorized Representative)
_________________________________________________________ do hereby verify that the above NIMS
(Organization)
Compliance requirements have been met.

___________________________________________________________
Signature of Authorized Representative

__________________________
Date