

Unit 4: **Incident/Event Assessment & Agency Guidance in Establishing Incident Objectives**



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Incident/Event Assessment & Agency Guidance
in Establishing Incident Objectives

Unit Objectives

- Describe methods and tools used to assess incident/event complexity.
- Describe types of agency(s) policies and guidelines that influence management of incident or event activities.
- Describe the process for developing incident objectives, strategies, and tactics.
- Describe the steps in transferring and assuming incident command.
- As part of an exercise, develop incident objectives for a simulated incident.



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Planning for Incidents

The incident planners must take into account the following factors:

- Time criticality
- Unstable, changing situation
- Potential rapid expansion of incident and response
- Incomplete communications and information
- Lack of experience managing expanding incidents



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Planning for Events

The planners of an event should know:

- Type of event
- Location, size, expected duration, history, and potential in order to project incident objectives
- Number of agencies involved
- Single or multijurisdiction
- Command Staff needs
- Kind, type, and number of resources required
- Projected aviation operations
- Staging Areas required
- Other facilities required
- Kind and type of logistical support needs
- Financial considerations
- Known limitations or restrictions
- Available communications

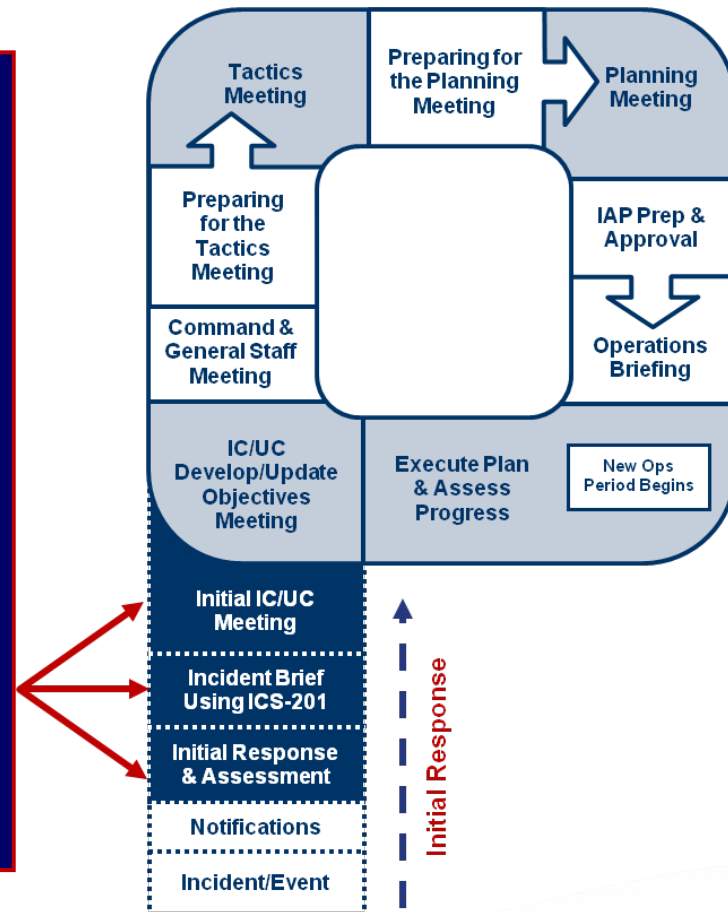


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Planning “P” and Unified Command

This unit covers:

- Initial response and assessment.
- Incident briefing.
- Setting initial objectives and strategies (during Initial UC Meeting).



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Initial Actions

What actions must the first responding units take to organize an incident?



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Overall Priorities

Initial decisions and objectives are established based on the following priorities:

#1: Life Safety

#2: Incident Stabilization

#3: Property Conservation



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Initial Response Actions

Assessment and Safety

- Size up the situation.
- Determine if life is at risk.
- Ensure personnel safety.
- Identify environmental issues to address.

Planning and Resource Management

- Assume command and establish Incident Command Post.
- Establish immediate incident objectives, strategies, and tactics.
- Determine resource needs.
- Establish initial organization that maintains span of control.



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Initial Response: Conduct a Sizeup

The first responder to arrive must assume command and size up the situation by determining:

- Nature and magnitude of the incident
- Hazards and safety concerns
 - Hazards facing response personnel and the public
 - Evacuation and warnings
 - Injuries and casualties
 - Need to secure and isolate the area
- Initial priorities and immediate resource requirements
- Location of Incident Command Post and Staging Area(s)
- Entrance and exit routes for responders

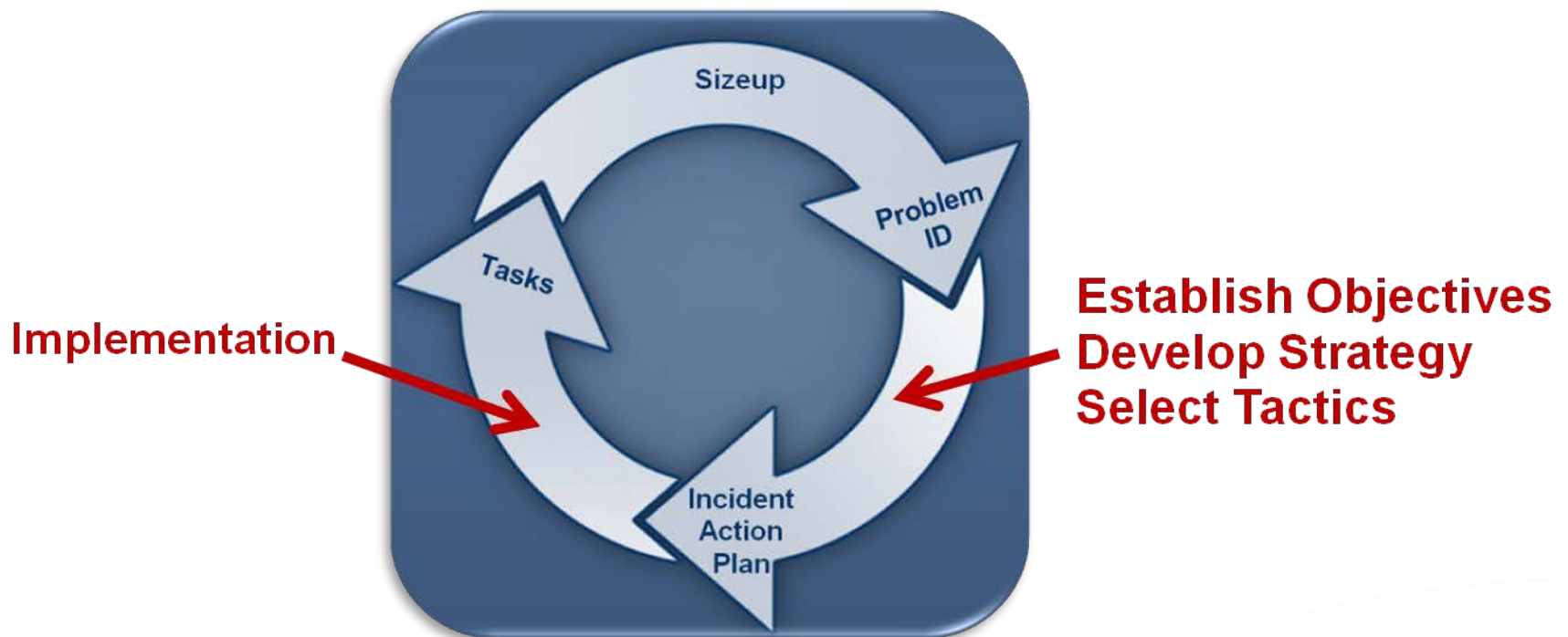


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Initial Management Decisions

A thorough sizeup provides information needed to make initial management decisions.



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Situational Awareness

Situational awareness is the perception of:

- **What the incident is doing, and**
- **What you are doing in relation to the incident and your objectives.**

Situational awareness involves the ability to predict:

- **Changes in the incident, and**
- **Your future actions.**



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Situational Awareness Skills (1 of 2)

- Identify problems/potential problems.
- Recognize the need for action (atypical situations).
- Do NOT ignore information discrepancies; rather, analyze discrepancies before proceeding.
- Seek and provide information before acting.



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Situational Awareness Skills (2 of 2)



- Continue collecting information about the incident and assignments made.
- Assess your own task performance.
- Identify deviations from the expected.
- **Communicate your situational awareness to all team members!**



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Loss of Situational Awareness

Tunnel vision is an indicator of losing situational awareness.

How might you know if you are experiencing tunnel vision?

**What causes tunnel vision?
How can it be avoided?**



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Complexity Analysis Factors (1 of 2)

- Impacts to life, property, and the economy
- Community and responder safety
- Expected duration
- Number of resources involved
- Potential hazardous materials
- Weather and other environmental influences
- Likelihood of cascading events or incidents



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Complexity Analysis Factors (2 of 2)

- Potential crime scene (including terrorism)
- Political sensitivity, external influences, and media relations
- Area involved, jurisdictional boundaries
- Availability of resources



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Authorities, Policies, and External Stakeholders

In addition to the information collected during the sizeup, the Incident Commander must take into account:



Authorities

Policies & Guidelines

External Stakeholders



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Agency Policies and Guidelines

What are some examples of agency policies and guidelines that can affect your management of an incident?



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Policies and Guidelines: Examples

- Pre-incident plans
- Standard operating procedures
- Emergency operations plans
- Continuity of operations plans
- Community preparedness plans
- Mutual aid and assistance agreements
- Wildland Fire Situation Analysis (WFSA)
- Wildland Fire Implementation Plan (WFIP)
- Corrective action plans
- Mitigation plans
- Recovery plans
- Tribal, State, regional, and national mobilization guides
- Field operations guides
- Delegations of authority



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Responsibility for Developing Objectives



- On small incidents, the Incident Commander is solely responsible for developing incident objectives.
- On larger incidents, Command and General Staff contribute to the development of incident objectives.



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Objectives, Strategies, and Tactics

**Incident
Objectives**

State what will be accomplished.

Strategies

Establish the general plan or direction for accomplishing the incident objectives.

Tactics

Specify how the strategies will be executed.



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Writing “SMART” Objectives

- **S**pecific – Is the wording precise and unambiguous?
- **M**easurable – How will achievements be measured?
- **A**ction Oriented – Is an action verb used to describe expected accomplishments?
- **R**ealistic – Is the outcome achievable with given available resources?
- **T**ime Sensitive – What is the timeframe (if applicable)?



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Sample Objectives

- **Residents in Division A will be evacuated to the Walnford High School reception center by 1700 hours.**
- **Complete Preliminary Damage Assessments of all damaged residential structures in Anytown by 0800 hours on 3/21.**
- **Restore water to the business district by 0900 hours on 3/21.**
- **Contain fire within existing structures (during the current operational period).**



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Activity: SMART Objectives? (1 of 2)

Situation: It's midnight and heavy rains have caused localized flooding. In one neighborhood, residents are becoming trapped in their homes.

Incident Objective: As needed, provide assistance to those who might have localized flooding problems.

Is this objective
SMART?



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Activity: SMART Objectives? (2 of 2)

Situation: Blocked storm drains are causing standing water on major roadways.

Incident Objective: Notify public works of storm drain blockages causing standing water, or clear the drains to prevent traffic accidents.

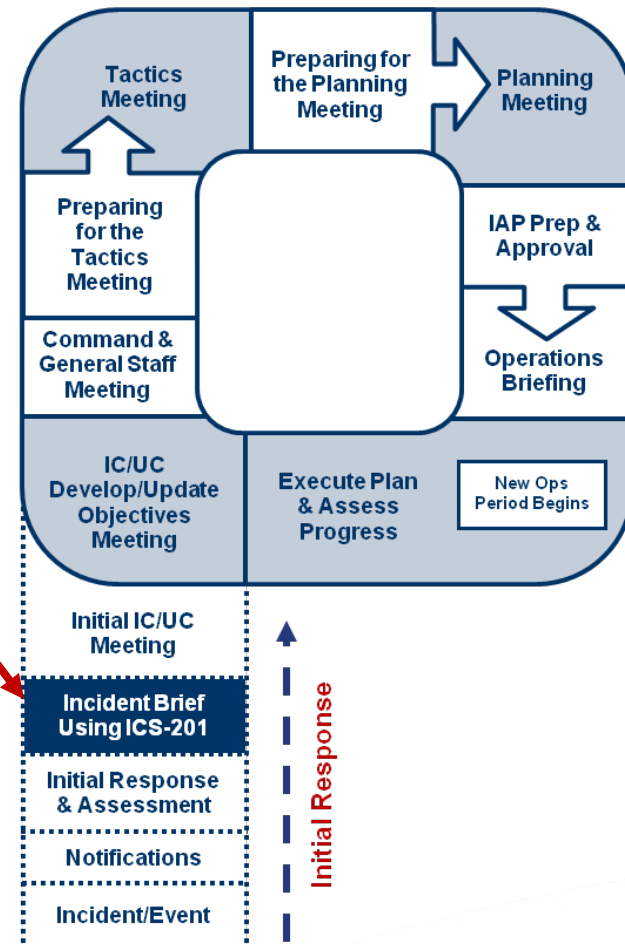
How would you improve this objective?



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Planning “P” and Incident Briefing

Following the Initial Assessment, an Incident Briefing is conducted.



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Incident Briefing (ICS Form 201)

- Provides staff with information about the incident situation and the resources allocated to the incident.
- Serves as a permanent record of the initial response to the incident.
- Can be used for transfer of command.

INCIDENT BRIEFING (ICS 201)		
	2. Incident Number:	3. Date/Time Init Date:
Sketch, showing the total area of operations, the incident site/area, trajectories, impacted shorelines, or other graphics depicting situa		
<ul style="list-style-type: none">▪ Incident situation (maps, significant events)▪ Incident objectives▪ Summary of current actions▪ Status of resources assigned or ordered		

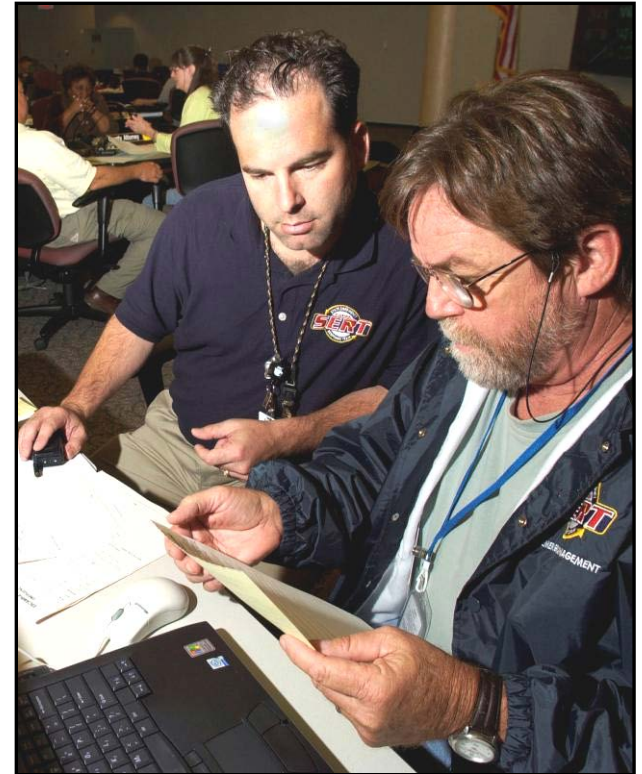


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Transfer of Command

You have been serving as the initial Incident Commander.

A more qualified staff member has just arrived at the scene and will assume command of the incident.



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Steps in Assuming Command

- **Assess the situation with the current Incident Commander.**
- **Receive a briefing from the current Incident Commander.**
- **Determine an appropriate time for the transfer of command and document the transfer (ICS Form 201).**
- **Notify others of the change in incident command.**
- **Assign the current Incident Commander to another position in the incident organization.**

Refer to the next page in your Student Manual for more information about transfer of command briefings.



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Summary

Are you now able to:

- **Describe methods and tools used to assess incident/event complexity?**
- **Describe types of agency(s) policies and guidelines that influence management of incident or event activities?**
- **Describe the process for developing incident objectives, strategies, and tactics?**
- **Describe the steps in transferring and assuming incident command?**
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