



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



**FEMA**

Student Manual

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Version 1.0

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# Unit 1: Course Introduction

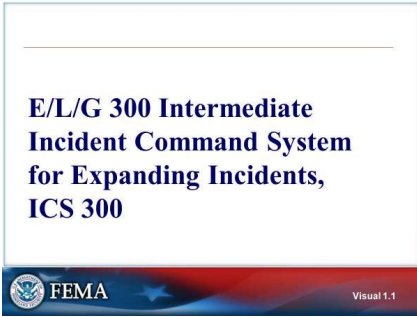
STUDENT MANUAL

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Visual 1.1

**E/L/G 300: INTERMEDIATE INCIDENT COMMAND SYSTEM FOR EXPANDING INCIDENTS, ICS 300**



Visual 1.2

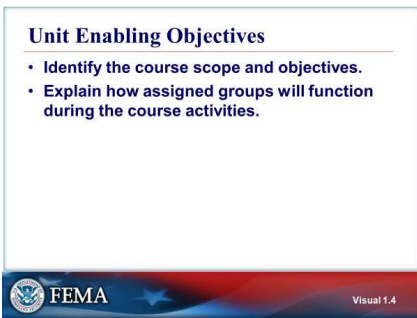
**UNIT 1: COURSE INTRODUCTION**



Visual 1.3

**UNIT TERMINAL OBJECTIVE**

Identify the course scope, objectives, and classroom logistics.



Visual 1.4

**UNIT ENABLING OBJECTIVES**

- Identify the course scope and objectives.
- Explain how assigned groups will function during the course activities.

The pretest and final exam are based on the Unit Enabling Objectives from Units 2 – 7.

**Administrative Considerations**

- Lodging
- Transportation
- Safety Procedures
- Smoking Policy
- Message and Telephone Location
- Cell Phone, Texting and Email Policies
- Restrooms and Drinking Fountains
- Other Local Information
- Facility Safety
- Lunches / Breaks





Visual 1.5

Visual 1.5

**Introductions**

- Instructor and student introductions
- Incident response experiences
- Disaster experience.





Visual 1.6

Visual 1.6

**Expectations**

- Instructional Team
- Student



Visual 1.7

Visual 1.7

## ADMINISTRATIVE CONSIDERATIONS

## INTRODUCTIONS

The instructor gives an overview of their personal experience and the agencies in which they have worked.

You will be asked to introduce yourself and provide an overview of your incident response experiences and ICS background.

After the introductions, the instructor will administer the Pretest.


## EXPECTATIONS

Share your expectations for the course.



**Course Objective**


By the end of this course, students will be able to demonstrate through activities and a Final Exam, the duties, responsibilities, and capabilities of an effective ICS in expanding incidents.



Visual 1.8

**Course Terminal Learning Objectives**

- Given a simulated situation, identify roles and reporting relationships under a Unified Command that involves agencies within the same jurisdiction and under multijurisdictional conditions. (Unit 2)
- Develop incident objectives for a simulated incident. (Unit 3)
- Create an ICS Form 215, Operational Planning Worksheet, and an ICS Form 215A, Incident Action Plan Safety Analysis, using the strategies and tactics from a given scenario. (Unit 4).



Visual 1.9

## COURSE OBJECTIVE

By the end of this course, students will be able to demonstrate through activities and a final exam, the duties, responsibilities, and capabilities of an effective ICS in expanding incidents.

The course will outline how the NIMS Command and Coordination component supports the management of expanding incidents as well as describe the incident management processes as prescribed by ICS.


This course has a threaded activity that will give students the opportunity to practice implementing the incident management process and create an Incident Action Plan (IAP) for a simulated expanding incident.

## COURSE TERMINAL LEARNING OBJECTIVES

- Given a simulated situation, identify roles and reporting relationships under a Unified Command that involves agencies within the same jurisdiction and under multijurisdictional conditions. (Unit 2)
- Develop incident objectives for a simulated incident. (Unit 3)
- Create an ICS Form 215, Operational Planning Worksheet, and an ICS Form 215A, Incident Action Plan Safety Analysis, using the strategies and tactics from a given scenario. (Unit 4)

**Course Terminal Learning Objectives (Cont.)**

- Create a written IAP for an incident/event using the appropriate ICS forms and supporting materials and use the IAP to conduct an Operational Period Briefing. (Unit 5)
- Explain the principles and practices of incident resources management. (Unit 6)
- Identify demobilization considerations for a given scenario. (Unit 7)
- Summarize the course objectives. (Unit 8)




Visual 1.10

**Course Structure**

- Unit 1 – Course Introduction
- Unit 2 – ICS Fundamentals Review
- Unit 3 – Initial Actions for Unified Command
- Unit 4 – Implementing an Operational Process
- Unit 5 – Planning Process, IAP, and Operations Brief
- Unit 6 – Incident Resource Management
- Unit 7 – Demobilization, Transfer of Command, Closeout, and Transition to Recovery
- Unit 8 – Course Summary

Handout 1-1: Course Agenda



Visual 1.11

## COURSE TERMINAL LEARNING OBJECTIVES (CONT.)

- Create a written IAP for an incident/event using the appropriate ICS forms and supporting materials and use the IAP to conduct an operational period briefing. (Unit 5)
- Explain the principles and practices of incident resources management. (Unit 6)
- Identify demobilization considerations for a given scenario. (Unit 7)
- Summarize the course objectives. (Unit 8).

## COURSE STRUCTURE

- Unit 1 – Course Introduction
- Unit 2 – ICS Fundamentals Review
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The Appendix includes additional course-related information, blank ICS forms, and a glossary.

The Applied Activity Materials section includes the materials, instructions, and debriefing suggestions needed for the applied activities.

Refer to Handout 1-1: Course Agenda.

**Course Design**

- Course length of 3 days.
- Combination of lecture, discussion, and activities.
- Prerequisites –
  - IS-0100.c
  - IS-0200.c
  - IS-0700.b
  - IS-0800
- Closed-book Final Exam.



Visual 1.12

## COURSE DESIGN

The course is scheduled to be 3 days in length. Through a combination of lecture, discussion, and activities, students, upon course completion, will be provided the knowledge to meet the objectives of the course. Student interaction and participation will be integral to this process.

### Prerequisites -

- IS-0100.c An Introduction to the Incident Command System, ICS 100
- IS-0200.c Basic Incident Command System for Initial Response, ICS 200
- IS-0700.b An Introduction to the National Incident Management System
- IS-0800 National Response Framework (NRF)


### Recommended courses:

- E/L/G 0191 Emergency Operations Center/Incident Command System Interface
- E/L/G 0400 Advanced Incident Command System for Complex Incidents, ICS 400

**Closed-Book Final Exam** - To receive a certificate of completion for the course, students must obtain a 75% or higher on the final exam. The final exam will be closed-book, one hour will be allotted for its completion, and the final exam's questions will be based on the Unit Enabling Objectives for Units 2 - 7. Unit 1 will not be tested in the pretest nor the final exam.

**Successful Course Completion**

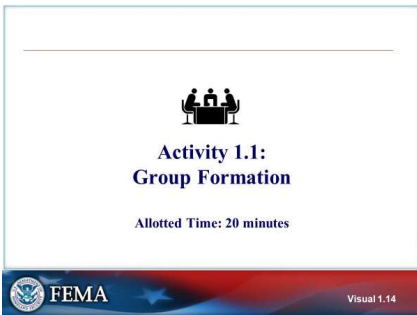
- Participate in unit activities.
- Achieve 75% or higher on the Final Exam.
- Complete ICS Form 211, Check-in List.
- Create an IAP and associated documentation.
- Complete end-of-course evaluation.



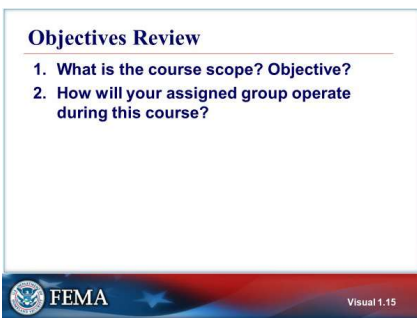
Visual 1.13

## SUCCESSFUL COURSE COMPLETION

- Participate in unit activities.
- Achieve 75% or higher on the final exam.
- Complete daily check-in.
- Create an IAP and associated documentation.
- Complete end-of-course evaluation.



Visual 1.14



Visual 1.15

## ACTIVITY 1.1: GROUP FORMATION

The purpose of this activity is to assign students to groups and to provide the opportunity for the members to introduce themselves, decide how they will operate during activities throughout the course, and how they will complete daily check-in and their group's ICS Form 214 Activity Log.

Total activity time is 20 minutes, which includes 10 minutes of group discussions and 10 minutes of presenting your group's operating ground rules.

## OBJECTIVES REVIEW

### Unit Enabling Objectives

- Identify the course scope and objectives.
- Explain how assigned groups will function during the course activities.