

Appendix E: Glossary/Acronyms

U.S. Fire Administration (USFA)

Type 3 All-Hazards Incident Management Team
(AHIMT) Introduction

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GLOSSARY

Action Plan: See Incident Action Plan.

Agency: An agency is a division of government with a specific function, or a nongovernmental organization (e.g., private contractor, business, etc.) that offers a particular kind of assistance. In Incident Command System, agencies are defined as jurisdictional (having statutory responsibility for incident mitigation) or assisting and/or cooperating (providing resources and/or assistance). (See Assisting Agency, Cooperating Agency, Jurisdictional Agency, and Multiagency Incident).

Agency Administrator (AA) or Executive: Chief executive officer (or designee) of the agency or jurisdiction that has responsibility for the incident.

Agency Dispatch: The agency or jurisdictional facility from which resources are allocated to incidents.

Agency Representative (AREP): An individual assigned to an incident from an assisting or cooperating agency who has been delegated authority to make decisions on matters affecting that agency's participation at the incident. Agency Representatives report to the incident Liaison Officer.

All-Hazards Incident Management Team (AHIMT): The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

Air Operations Branch Director: The person primarily responsible for preparing and implementing the air operations portion of the Incident Action Plan. Also responsible for providing logistical support to helicopters operating on the incident.

Allocated resources: Resources dispatched to an incident.

All-risk: Any incident or event, natural or human-caused that warrants action to protect life, property, environment and public health and safety, and to minimize disruption of governmental, social and economic activities.

Area Command (Unified Area Command): An organization established to oversee the management of: (1) multiple incidents that are each being handled by an Incident Command System organization, or (2) large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met, and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional. Area Command may be established at an Emergency Operations Center facility or at some location other than an Incident Command Post.

Assigned resources: Resources checked in and assigned work tasks on an incident.

Assignments: Tasks given to resources to perform within a given Operational Period, based upon tactical objectives in the Incident Action Plan.

Assistant: Title for subordinates of the Command Staff positions. The title indicates a level of technical capability, qualifications and responsibility subordinate to the primary positions.

Assisting agency: An agency or organization providing personnel, services or other resources to the agency with direct responsibility for incident management.

Available resources: Resources assigned to an incident, checked in and available for a mission assignment, normally located in a Staging Area.

Base: The location at which primary Logistics functions for an incident are coordinated and administered. There is only one base per incident. (Incident name or other designator will be added to the term “Base.”) The Incident Command Post may be collocated with the base.

Branch: The organizational level having functional or geographic responsibility for major parts of the Operations or Logistics functions. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Unit in the Logistics Section. Branches are identified by the use of Roman numerals or by functional name (e.g., medical, security, etc.).

Cache: A predetermined complement of tools, equipment and/or supplies stored in a designated location, available for incident use.

Camp: A geographical site within the general incident area, separate from the Incident Base, equipped and staffed to provide sleeping, food, water and sanitary services to incident personnel.

Chain of command: A series of management positions in order of authority.

Check-In: The process whereby resources first report to an incident. Check-in locations include: Incident Command Post (Resources Unit), Incident Base, Camps, Staging Areas, Helibases, Helispots and Division Supervisors (for direct line assignments).

Chief: The Incident Command System title for individuals responsible for functional sections: Operations, Planning, Logistics and Finance/Administration.

Clear Text: The use of plain English in radio communications transmissions. No Ten Codes or agency-specific codes are used when using clear text.

Command: The act of directing and/or controlling resources by virtue of explicit legal, agency or delegated authority. May also refer to the Incident Commander.

Command Post: See Incident Command Post.

Command Staff: The Command Staff consists of the Public Information Officer, Safety Officer and Liaison Officer. They report directly to the Incident Commander. They may have an assistant(s), as needed.

Communications Unit: An organizational unit in the Logistics Section responsible for providing communication services at an incident. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to provide the major part of an Incident Communications Center.

Compacts: Formal working agreements among agencies to obtain mutual aid.

Compensation/Claims Unit: Functional unit within the Finance/Administration Section responsible for financial concerns resulting from property damage, injuries or fatalities at the incident.

Complex: Two or more individual incidents located in the same general area that are assigned to a single Incident Commander or to Unified Command.

Cooperating Agency: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordination: The process of systematically analyzing a situation, developing relevant information and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra- or interagency) does not involve dispatch actions. However, personnel responsible for

coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc.

Coordination center: A facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

Cost-sharing agreements: Agreements between agencies or jurisdictions to share designated costs related to incidents. Cost-sharing agreements are normally written but may also be oral between authorized agency or jurisdictional representatives at the incident.

Cost Unit: Functional unit within the Finance/Administration Section responsible for tracking costs, analyzing cost data, making cost estimates, and recommending cost-saving measures.

Crew: See Single Resource.

Delegation of Authority (DoA): A statement provided to the Incident Commander by the Agency Administrator delegating authority and assigning responsibility. The Delegation of Authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed. Many agencies require a written Delegation of Authority to be given to Incident Commanders prior to their assumption of command on larger incidents.

Demobilization Unit: Functional unit within the Planning Section responsible for assuring orderly, safe and efficient demobilization of incident resources.

Deputy: A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff and Branch Directors.

Director: The Incident Command System title for individuals responsible for supervision of a branch.

Dispatch: The implementation of a command decision to move a resource(s) from one place to another.

Dispatch Center: A facility from which resources are ordered, mobilized and assigned to an incident.

Division: Divisions are used to divide an incident into geographical areas of operation. A division is located within the Incident Command System organization between the branch and the Task Force/Strike Team. (See Group.) Divisions are identified by alphabetic characters for horizontal applications and, often, by floor numbers when used in buildings.

Documentation Unit: Functional unit within the Planning Section responsible for collecting, recording and safeguarding all documents relevant to the incident.

Emergency: Absent a presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the president, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Management Coordinator/Director: The individual within each political subdivision that has coordination responsibility for jurisdictional emergency management.

Emergency Operations Centers (EOCs): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An Emergency Operation Center may be a temporary facility or may be located in a more central or permanently

established facility, perhaps at a higher level of organization within a jurisdiction. Emergency Operation Centers may be organized by major functional disciplines (e.g., fire, law enforcement and medical services), by jurisdiction (e.g., federal, State, regional, county, city, tribal) or some combination thereof.

Emergency Operations Plan (EOP): The plan that each jurisdiction has and maintains for responding to appropriate hazards.

Event: A planned, non-emergency activity. Incident Command System can be used as the management system for a wide range of events (e.g., parades, concerts or sporting events).

Facilities Unit: Functional unit within the Support Branch of the Logistics Section that provides fixed facilities for the incident. These facilities may include the Incident Base, feeding areas, sleeping areas, sanitary facilities, etc.

Federal: Of or pertaining to the federal government of the United States of America.

Field Operations Guide: A pocket-size manual of instructions on the application of the Incident Command System.

Finance/Administration Section: The section responsible for all incident costs and financial considerations. Includes the Time Unit, Procurement Unit, Compensation/Claims Unit and Cost Unit.

Food Unit: Functional unit within the Service Branch of the Logistics Section responsible for providing meals for incident personnel.

Function: Function refers to the five major activities in Incident Command System: Command, Operations, Planning, Logistics and Finance/Administration. The term function is also used when describing the activity involved (e.g., the planning function). A sixth function, Intelligence, may be established if required to meet incident management needs.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief and Finance/Administration Section Chief.

Ground Support Unit: Functional unit within the Support Branch of the Logistics Section responsible for the fueling, maintaining and repairing of vehicles, and for the transportation of personnel and supplies.

Group: Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. (See Division.) Groups are located between Branches (when activated) and resources in the Operations Section.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Helibase: The main location for parking, fueling, maintenance and loading of helicopters operating in support of an incident. It is usually located at or near the Incident Base.

Helispot: Any designated location where a helicopter can safely take off and land. Some Helispots may be used for loading of supplies, equipment or personnel.

Hierarchy of Command: See Chain of Command.

Incident: An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks,

terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan (IAP): An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more Operational Periods.

Incident Base: Location at the incident where the primary Logistics functions are coordinated and administered. (Incident name or other designator will be added to the term “Base.”) The Incident Command Post may be collocated with the base. There is only one base per incident.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The Incident Commander has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The Incident Command Post may be collocated with the Incident Base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. Incident Command System is the combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. Incident Command System is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Communications Center: The location of the Communications Unit and the Message Center.

Incident Complex: See Complex.

Incident Management Team (IMT): The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives: Statements of guidance and direction necessary for the selection of appropriate strategy(ies) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.

Incident Types: Incidents are categorized by five types based on complexity. Type 5 incidents are the least complex and Type 1 the most complex.

Incident Support Organization: Includes any off-incident support provided to an incident. Examples would be Agency Dispatch Centers, airports, Mobilization Centers, etc.

Initial Action: The actions taken by resources that are the first to arrive at an incident site.

Initial Response: Resources initially committed to an incident.

Intelligence Officer: The Intelligence Officer is responsible for managing internal information, intelligence and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that

sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the Joint Information Center.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the Joint Information System is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending and executing public information plans and strategies on behalf of the Incident Commander; advising the Incident Commander concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State or federal boundary lines) or functional (e.g., law enforcement, public health).

Jurisdictional Agency: The agency having jurisdiction and responsibility for a specific geographical area or a mandated function.

Landing Zone: See Helispot.

Leader: The Incident Command System title for an individual responsible for a task force, strike team or functional unit.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer (LOFR): A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies. The Liaison Officer may have assistants.

Logistics: Providing resources and other services to support incident management.

Logistics Section: The section responsible for providing facilities, services and materials for the incident.

Local government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).

Major Disaster: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm or drought), or, regardless of cause, any fire, flood or explosion, in any part of the United States that in the determination of the president causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of states, tribes, local governments and disaster relief organizations in alleviating the damage, loss, hardship or suffering caused thereby.

Management by objective: A management approach that involves a four-step process to achieve the incident goal. The management by objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Managers: Individuals within Incident Command System organizational units that are assigned specific managerial responsibilities (e.g., Staging Area Manager or Camp Manager).

Medical Unit: Functional unit within the Service Branch of the Logistics Section responsible for the development of the medical emergency plan and for providing emergency medical treatment of incident personnel.

Message Center: The Message Center is part of the Incident Communications Center and is collocated or placed adjacent to it. It receives, records and routes information about resources reporting to the incident, resource status, and administrative and tactical traffic.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during or after an incident. Mitigation measures are often formed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations (federal, State and local) for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

Mobilization Center: An off-incident location at which emergency service personnel and equipment are temporarily located pending assignment, release or reassignment.

Multiagency Coordination (MAC): The coordination of assisting agency resources and support to emergency operations.

Multiagency Coordination Systems (MACS): Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration and information coordination. The components of multiagency coordination systems include facilities, equipment, Emergency Operation Centers, specific multiagency coordination entities, personnel, procedures and communications. These systems assist agencies and organizations to fully integrate the subsystems of the National Incident Management System.

Multiagency Incident: An incident where one or more agencies assist a jurisdictional agency(ies). May be single or Unified Command.

Mutual Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment and/or expertise in a specified manner.

National Incident Management System (NIMS): A system mandated by Homeland Security Presidential Directive-5 that provides a consistent nationwide approach for federal, State, local and tribal governments; the private sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity. To provide for interoperability and compatibility among federal, State, local and tribal capabilities, the National Incident Management System includes a core set of concepts, principles and

terminology. Homeland Security Presidential Directive-5 identifies these as the Incident Command System; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking and reporting of incident information and incident resources.

Officer: The Incident Command System title for the personnel responsible for the Command Staff positions of Safety, Liaison and Public Information.

Operational Period: The period of time scheduled for execution of a given set of operation actions as specified in the Incident Action Plan. Operational Periods can be of various lengths, although usually not over 24 hours.

Operations Section: The section responsible for all tactical operations at the incident. Includes branches, divisions and/or groups, Task Forces, Strike Teams, Single Resources, and Staging Areas.

Out-of-service resources: Resources assigned to an incident but unable to respond for mechanical, rest or personal reasons.

Planning Meeting: A meeting held as needed throughout the duration of an incident, to select specific strategies and tactics for incident control operations, and for service and support planning. On larger incidents, the Planning Meeting is a major element in the development of the Incident Action Plan.

Planning Section: The section responsible for the collection, evaluation and dissemination of information related to the incident, and for the preparation and documentation of Incident Action Plans. The section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. This includes the Situation, Resources, Documentation and Demobilization Units, as well as Technical Specialists.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities and identify required resources. Within the National Incident Management System, preparedness is operationally focused on establishing guidelines, protocols and standards for planning, training and exercises; personnel qualification and certification; equipment certification; and publication management.

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a nonemergency context. Preparedness organizations can include all agencies with a role in incident management for prevention, preparedness, response or recovery activities. They represent a wide variety of committees, planning groups and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping and other preparedness requirements within a jurisdiction or area.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Procurement Unit: Functional unit within the Finance/Administration Section responsible for financial matters involving vendor contracts.

Public Information Officer (PIO): A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Recognition Primed Decision-making (RPD): A model that describes how experts make decisions under stressful situations that are time critical and rapidly changing.

Reinforced response: Those resources requested in addition to the initial response.

Reporting Locations: Location or facilities where incoming resources can check in at the incident. (See Check-In.)

Resources: Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an Emergency Operation Center.

Recovery: The development, coordination and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to or recover from an incident. Resource management under the National Incident Management System includes mutual aid agreements; the use of special federal, State, local and tribal teams; and resource mobilization protocols.

Resources Unit: Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. The unit also evaluates resources currently committed to the incident, the impact that additional responding resources will have on the incident, and anticipated resource needs.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine; and specific law enforcement operations aimed at preempting, interdicting or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Safety Officer (SOF): A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety. The Safety Officer may have assistants.

Section: The organizational level that has responsibility for a major functional area of incident management (e.g., Operations, Planning, Logistics, Finance/Administration and Intelligence), if established. The section is organizationally situated between the branch and the Incident Command.

Service Branch: A branch within the Logistics Section responsible for service activities at the incident. Includes the Communication, Medical and Food Units.

Single Resource: An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.

Situation Unit: Functional unit within the Planning Section responsible for the collection, organization and analysis of incident status information and analysis of the situation as it progresses. Reports to the Planning Section Chief.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the National Incident Management System, an appropriate span of control is between 1:3 and 1:7).

Staging Area: Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

Standard operating procedure (SOP): Complete reference document or an operations manual that provides the purpose, authorities, duration and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).

Strategy: The general direction selected to accomplish incident objectives set by the Incident Commander.

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, setting of priorities, establishment of budgets and other fiscal decisions, policy development, and application of measures of performance or effectiveness.

Strike Team: A specified combination of the same kind and type of resources with common communications and a leader.

Supervisor: The Incident Command System title for individuals responsible for a division or group.

Supply Unit: Functional unit within the Support Branch of the Logistics Section responsible for ordering equipment and supplies required for incident operations.

Support Branch: A branch within the Logistics Section responsible for providing personnel, equipment and supplies to support incident operations. Includes the Supply, Facilities and Ground Support Units.

Supporting Materials: Refers to the several attachments that may be included with an Incident Action Plan (e.g., communications plan, map, safety plan, traffic plan and medical plan).

Support Resources: Nontactical resources under the supervision of the Logistics, Planning or Finance/Administration Sections, or the Command Staff.

Tactical direction: Direction given by the Operations Section Chief that includes the tactics required to implement the selected strategy, the selection and assignment of resources to carry out the tactics, directions for tactics implementation, and performance monitoring for each Operational Period.

Tactics: Deploying and directing resources on an incident to accomplish incident strategy and objectives.

Task Force: A combination of Single Resources assembled for a particular tactical need with common communications and a leader.

Team: See Single Resource.

Technical Specialist (THSP): Personnel with special skills that can be used anywhere within the Incident Command System organization.

Threat: An indication of possible violence, harm or danger.

Time Unit: Functional unit within the Finance/Administration Section responsible for recording time for incident personnel and hired equipment.

Type: A classification of resources in the Incident Command System that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3 or 4, respectively, because of size, power, capacity or, in the case of Incident Management Teams, experience and qualifications.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities and legislative authorities.

Tribal: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) (43 U.S.C.A. and 1601 et seq.), that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multijurisdictional. (See Area Command and Unified Command.)

Unified Command (UC): An application of Incident Command System used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command, often the senior person from agencies and/or disciplines participating in the Unified Command, to establish a common set of objectives and strategies and a single Incident Action Plan.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics or finance/administration activity.

Unity of Command: The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

ACRONYMS

AAIM	Advanced All-Hazards Incident Management
AAR	After Action Review
AHIMT	All-Hazards Incident Management Team
AV	audiovisual
BCMG	Base/Camp Manager
CAN	C onditions, A ctions and N eeds
CEMP	Comprehensive Emergency Management Plan
CIMC	Complex Incident Management Course
COML	Communications Unit Leader
COMP	Compensation/Claims Unit Leader
COP	Common Operating Picture
COST	Cost Unit Leader
DEQ	Department of Environmental Quality
DIVS	Division/Group Supervisor
DMOB	Demobilization Unit Leader
DOCL	Documentation Unit Leader
DOT	Department of Transportation
DVD	digital video disc
EPA	Environmental Protection Agency
EI	essential elements of information
EMS	Emergency Medical Services
ETA	estimated time of arrival
FACL	Facilities Unit Leader
FDUL	Food Unit Leader
FEMA	Federal Emergency Management Agency
FOBS	Field Observer
FRA	Federal Railroad Association

FSC	Finance/Administration Section Chief
GIS	Geographic Information System
GSUL	Ground Support Unit Leader
IG	Instructor Guide
IRIC	Initial Response Incident Commander
JFO	Joint Field Office
KSAs	knowledge, skills and abilities
LCES	lookouts, communication, escape routes and safety zones
LE	law enforcement
LPG	liquefied petroleum gas
LSC	Logistics Section Chief
MCI	Mass Casualty Incident
MEDL	Medical Unit Leader
MCS	Mission-Centered Solutions
MOU	memorandum of understanding
mph	miles per hour
NCP	National Contingency Plan
NGO	Non-Government Organization
NRF	National Response Framework
NWCG	National Wildfire Coordinating Group
ORDM	Ordering Manager
OSC	Operations Section Chief
POC	Point of Contact
PROC	Procurement Unit Leader
PSC	Planning Section Chief
RESL	Resources Unit Leader
SAW	Student Activity Worksheet
SCKN	Status Check-in Recorder

SFT	State Fire Training
SID	Student Identification
SITL	Situation Unit Leader
SM	Student Manual
SMART	S pecific, M easurable, A ction-oriented, R ealistic, T ime-sensitive
SOG	standard operating guidelines
SP	State Police
SPUL	Supply Unit Leader
STAM	Staging Area Manager
STAND	Scale, Title, Author, North Arrow, Date/Time
TIME	Time Unit Leader
USCG	United States Coast Guard
USFA	United States Fire Administration
VDOT	Virginia Department of Transportation
VIP	very important person
WMD	weapons of mass destruction