

Information Bulletin

2 April 2007

NIMS Alert: 09-07-NIMS ICS-300 and ICS-400 Training Requirements

The NIMS Integration Center “encourages” the completion of ICS-300 & ICS-400 training in FY07. However, the failure to complete the training this year does not mean an agency, jurisdiction, or State is non-compliant! Read on:

The completion of ICS-300 and ICS-400 training is a National Incident Management System (NIMS) implementation activity for FY2007 for middle management and command and general staff.

The NIMS Integration Center (NIC) published the FY2007 NIMS Implementation Matrix and Compliance Metrics on October 24, 2006. The ICS-300 and ICS-400 requirement is referenced in the following document, which can be accessed on the NIMS website at <http://www.fema.gov/emergency/nims>

- * FY07 NIMS Implementation Matrix for States and Territories (Page 12)
- * FY07 NIMS Compliance Metrics State and Territorial (Page 23)
- * FY07 NIMS Implementation Matrix for Tribal and Local Jurisdictions (Page 11)
- * FY07 NIMS Compliance Metrics for Tribal and Local (Page 15)

In FY07, the self-certification approach to NIMS implementation is transitioning to performance-based metrics. Tier 1 metrics are deemed critical to measuring FY07 NIMS implementation and will require answers in the affirmative by States, territories, tribes, and local jurisdictions. The completion of ICS-300 and ICS-400 training is not a Tier 1 NIMS requirement in FY07, but agencies should start their planning and delivery of these activities as soon as possible. The NIC is urging all States, territories, tribes, and local jurisdictions to start ICS-300 and ICS-400 training in FY07. The NIC, as outlined in the metrics, will collect data on this requirement at the end of FY07 and based on the data will determine if it is to become a Tier 1 requirement in FY08.

ICS-300 and ICS-400 training will continue to be an essential NIMS training requirement in future years. During the conduct of this training, students move away from awareness training (IS-700, IS-800, ICS-100, and ICS-200) to practical application of ICS (i.e. development of an incident action plan, establishing a command structure based on a scenario, etc.). The next step in the training process will be for students to develop core competencies by completing ICS position specific training.

NIMS ICS-300 Training: Who Must Take It, What It Covers

The NIC recommends that all mid-level management personnel should take ICS-300. The course material is specific to personnel who will be serving in the following positions: 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. Federal, State, territory, tribal or local agency/organization/jurisdiction reserve the right to make the final decision as to who should complete this course.

NIMS ICS-400 Training: Who Must Take It, What It Covers

The NIC recommends that all command and general staff personnel should take ICS-400. The course material is specific to personnel who will be serving in the following positions: 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. Federal, State, territory, tribal or local agency/organization/jurisdiction reserve the right to make the final decision as to who should complete this course.

Approved ICS-300 and ICS-400 level training has been developed by the United States Fire Administration (USFA), the Emergency Management Institute (EMI), the National Wildland Coordinating Group (NWCG) as well as other Federal government agencies. These organizations have included the content and objectives outlined in the NIMS National Standard Curriculum Training Development Guidance dated March, 2007 in the training. All ICS-300 and ICS-400 course offerings, regardless of source of the training, must include the content and objectives outlined in NIC guidance (National Standard Curriculum Training Development Guidance, March, 2007). ICS-300 and ICS-400 is to only be taught in the classroom setting. There is no on-line training course substitution.

NIC ICS-300 and ICS-400 Recognized Training

The NIC developed the National Standard Curriculum Development Guidance document in October, 2005. An updated version of this document is now posted on the NIC website, dated March, 2007. This document details the minimum content and objectives that each ICS course must contain - ICS-100 through ICS-400 - in order to be meet NIMS training requirements.

ICS courses developed using the National Standard Curriculum Development Guidance document meet NIMS training requirements. However, it is the responsibility of the sponsoring agency or organization to verify that the training guidelines are met.

The NIC considers anyone who has taken all applicable NIMS courses to their level of responsibility within an incident to have satisfied the NIMS training elements as part of the NIMS Implementation Activities (FY07 NIMS Compliance Matrix and Metrics). Therefore it is immaterial to the NIC if someone takes the courses from USFA, EMI, NWCG, USDA, EPA, Coast Guard, a private vendor etc., as long as the courses meet the content and objectives outlined in the National Standard Curriculum Training Development Guidance, March 2007. The NIC discourages the establishment of specific agency version ICS courses as prerequisites for additional training acceptance.



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