

## Training Resources

### NIMS Training Program

Some local government employees and officials in North Carolina must participate in training offered through the National Incident Management System (NIMS). This training is required as a condition of various sources of federal funding.

NIMS is a federal program that was created to provide a common set of principles, structures, and processes for communities to effectively respond to disasters and other incidents. It is intended to be a flexible system that can be used to prepare for and respond to incidents resulting from a wide variety of causes, whether natural or human-created, and regardless of their size or complexity. A core premise of the program is the recognition that incidents are experienced locally, and that there are multiple responders at the local level. A core goal is to link those responders so that they collaborate effectively.

The NIMS National Training Program was established by the Post-Katrina Emergency Reform Act of 2006 (P.L. 109-295). The training program establishes a national training curriculum and provides criteria for determining who should take which classes. The program uses a framework of incident complexity developed by the Federal Emergency Management Agency (FEMA) to identify training requirements by incident type. The FEMA incident type matrix is presented in Figure 1.

In North Carolina, county emergency management offices are involved in determining specifically which training is appropriate for people in different local roles. The NIMS class that provides an introduction to the National Incident Management System, known as IS-700, is a core requirement for anyone in local government who plays a role in emergency response. It is an independent study class that may be taken online at <https://training.fema.gov/nims/>.

Additional training requirements vary depending on a responder's role. An example of one county's determinations about the specific training requirements for incident scene responders and non-scene responders are presented in Figures 2 and 3. Please note that these reflect the minimum requirements for the different categories of responders. Some responders may be subject to additional training requirements.

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**Figure 1. FEMA Incident Complexity Matrix**

Type 1	<ul style="list-style-type: none"> <li>This type of incident is the most complex, requiring national resources for safe and effective management and operation.</li> <li>All command and general staff positions are filled.</li> <li>Operations and personnel often exceed 500 per operational period and total personnel will usually exceed 1,000.</li> <li>Branches need to be established.</li> <li>A written incident action plan (IAP) is required for each operational period.</li> <li>The agency administrator will have briefings, and ensure that the complexity analysis and delegation of authority are updated.</li> <li>Use of resource advisors at the incident base is recommended.</li> <li>There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions.</li> </ul>
Type 2	<ul style="list-style-type: none"> <li>This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods. A Type 2 incident may require the response of resources out of area, including regional and/or national resources, to effectively manage the operations, command, and general staffing.</li> <li>Most or all of the command and general staff positions are filled.</li> <li>A written IAP is required for each operational period.</li> <li>Many of the functional units are needed and staffed.</li> <li>Operations personnel normally do not exceed 200 per operational period and total incident personnel do not exceed 500 (guidelines only).</li> <li>The agency administrator is responsible for the incident complexity analysis, agency administration briefings, and the written delegation of authority.</li> </ul>
Type 3	<ul style="list-style-type: none"> <li>When incident needs exceed capabilities, the appropriate ICS positions should be added to match the complexity of the incident.</li> <li>Some or all of the command and general staff positions may be activated, as well as division/group supervisor and/or unit leader level positions.</li> <li>A Type 3 IMT or incident command organization manages initial action incidents with a significant number of resources, an extended attack incident until containment/control is achieved, or an expanding incident until transition to a Type 1 or 3 IMT.</li> <li>The incident may extend into multiple operational periods.</li> <li>A written IAP may be required for each operational period.</li> </ul>
Type 4	<ul style="list-style-type: none"> <li>Command staff and general staff functions are activated only if needed.</li> <li>Several resources are required to mitigate the incident, including a task force or strike team.</li> <li>The incident is usually limited to one operational period in the control phase.</li> <li>The agency administrator may have briefings, and ensure the complexity analysis and delegation of authority is updated.</li> <li>No written IAP is required but a documented operational briefing will be completed for all incoming resources.</li> <li>The role of the agency administrator includes operational plans including objectives and priorities.</li> </ul>
Type 5	<ul style="list-style-type: none"> <li>The incident can be handled with one or two single resources with up to six personnel.</li> <li>Command and general staff positions (other than the incident commander) are not activated.</li> <li>No written IAP is required.</li> <li>The incident is contained within the first operational period and often within an hour to a few hours after resources arrive on scene.</li> <li>Examples include a vehicle fire, an injured person, or a police traffic stop.</li> </ul>

## NC DRINKING WATER INCIDENT RESPONSE TOOLKIT

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**Figure 2. Guilford County, NC, 2018 NIMS Minimum Training Requirements, Incident Scene Responders**

National Incident Management System Minimum Training Requirements <u>Incident</u> Scene Responders							
	IS-700	IS-800	ICS-100	ICS-200	ICS-300	ICS-400	Other
First Responder	x		x				
Assisting agency employee	x		x				
Front Line Supervisor (First responder or assisting agency)	x		x	x			
Branch Directors, Unit Leaders, etc...	x		x	x	x		Position Specific Course (as required)
Section Chiefs	x		x	x	x	x	Position Specific Course
Public Information Officer	x		x	x	x	x	IS-702, Position Specific Course
Liaison Officer	x		x	x	x	x	IS-701, Position Specific Course
Safety Officer	x		x	x	x	x	Position Specific Course
Incident Commanders (Incident Type 5, 4)	x		x	x	x	x	
Incident Commanders (Incident Type 3, 2, 1)	x	x	x	x	x	x	IS-701, IS-703, Position Specific Course

- State agencies may have more stringent training requirements for certain disciplines. This matrix is meant as a baseline training standard
- Independent Study (IS)/IS Courses can be taken online at <http://training.fema.gov/IS/NIMS.aspx>
- Incident Command System (ICS) 100 and 200 (IS-100/200) can be taken online at <http://training.fema.gov/IS/NIMS.aspx>
- ICS 300 and ICS 400 are classroom courses. To be compliant, courses must be taught by North Carolina Emergency Management approved instructors. Course offerings can be found online at <http://terms.ncem.org/TRS/>
- As a reminder, the EOP requires agencies to maintain documentation of their employees training for NIMS compliance purposes.

**Figure 3. Guilford County, NC, 2018 NIMS Minimum Training Requirements, Non-Scene Responders**

National Incident Management System Minimum Training Requirements Non Scene Responders							
	IS-700	IS-800	ICS-100	ICS-200	ICS-300	ICS-400	Other
Emergency Management Staff	x	x	x	x	x	x	IS-701, IS-702, IS-703, IS-705, IS-706, G-191, G-775
EOC Management Positions	x		x				See EOC Credentialing Document
EOC Agency Representative	x		x				
Agency Administrators							ICS-402
Elected / Appointed Officials							ICS-402
JIC PIO Representatives	x		x				IS-702
Shelter Staff	x		x				
911 Center Staff	x		x				
911 Center Supervisors	x		x	x			

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### NC TERMS

The North Carolina Training-Exercise-Response Management System (NC TERMS) provides a single account that may be used to register for training, exercise, and response activities conducted in the state. North Carolina Emergency Management maintains the system. Several federal and state agencies participate in a partnership that permits their training activities related to emergency response to be accessed through this site.

Using NC TERMS requires registration for a free account.