



INCIDENT COMMAND SYSTEM ICS POSITION: OPERATIONS SECTION CHIEF

REPORTS TO: INCIDENT COMMANDER

POST ORDER

THE OPERATIONS SECTION CHIEF, A MEMBER OF THE ICS GENERAL STAFF IS RESPONSIBLE FOR THE PRIMARY MISSION. THE OPERATIONS SECTION CHIEF SUPERVISES ORGANIZATION ELEMENTS IN ACCORDANCE WITH THE INCIDENT ACTION PLAN AND DIRECTS ITS EXECUTION. THE OPERATIONS SECTION CHIEF ALSO DIRECTS THE PREPERATION OF UNIT OPERATIONAL PLANS, REQUEST OR RELEASE RESOURCES, MAKES EXPEDIENT CHANGES TO THE INCIDENT ACTION PLAN NECESSARY, AND REPORTS SUCH TO THE INCIDENT COMMANDER.

A. THE ROLES AND RESPONSIBILITIES OF THE OPERATIONS SECTION CHIEF ARE:

1. RESPONSIBILITY FOR THE DIRECT MANAGEMENT OF ALL INCIDENT TACTICAL ACTIVITIES. THE TACTICAL PRIORITIES, AND THE SAFETY AND WELFARE OF THE PERSONNEL WORKING IN THE OPERATIONS SECTION.
2. DIRECT INVOLVMENT IN THE PREPERATION OF THE ACTION PLAN.
3. ENSURING ACCURATE AND EFFECTIVE COMMUNICATION WITHIN THE OPERATIONS SECTION AND OTHER SECTIONS.
4. CONVERTING INCIDENT OBJECTIVES INTO STRATEGIES, TACTICS, AND ASSIGNMENTS FOR THE BRANCHES, DIVISIONS, GROUPS, STRIKE TEAMS, TASK FORCES OR SINGLE RESOURCES ASSIGNED TO THE OPERATIONS SECTION.

B. SPECIFIC ACTIONS TO BE TAKEN DURING A CRITICAL INCIDENT:

1. OBTAIN BREIFING FROM THE INCIDENT COMMANDER.
2. DEVELOP THE OPERATIONS POTION OF THE INCIDENT ACTION PLAN.
3. BRIEF AND ASSIGN OPERATIONS PERSONNEL IN ACCORDANCE WITH THE INCIDENT ACTION PLAN.
4. SUPERVISE OPERATIONS THE OPERATIONS SECTION.
5. DETERMINE THE NEED AND REQUEST ADDITIONAL RESOURCES.
6. REVIEW THE SUGGESTED LIST OF RESOURCES TO BE RELESED AND INITIATE RECOMMENDATIONS FOR RELEASE OF RESOURCES.
7. ASSEMBLE AND DISASSEMBLE RESOURCES ASSIGNED TO THE OPERATIONS SECTION.

8. REPORT INFORMATION ABOUT SPECIAL ACTIVITIES, EVENTS, AND OCCURRENCES TO THE INCIDENT COMMANDER.
9. DIRECT THE ACTIVITIES OF THE ORGANIZATIONAL ELEMENTS OF THE OPERATIONS SECTION.
10. DIRECT THE DEVELOPMENT OF OPERATIONS ORDERS BASED ON THE INCIDENT OBJECTIVES AND STRATEGIES TO RESOLVE THE INCIDENT.
11. WORK WITH THE PLANNING SECTION IN DEVELOPING INCIDENT INTELLIGENCE AND TRACKING INCIDENT RESOURCES.

CRITICAL INCIDENT CHECK LIST		CRITICAL INCIDENT COMMAND POST	
OPERATIONS SECTION CHIEF		TIME/DATE	
	ACTIVITIES	TIME	
01	OBTAIN BRIEFING FROM THE INCIDENT COMMANDER.		
02	DEVELOP THE OPERATIONS PORTION OF THE INCIDENT ACTION IN ACCORDANCE WITH CURRENT INCIDENT OBJECTIVES.		
03	BRIEF AND ASSIGN OPERATIONS PERSONNEL IN ACCORDANCE WITH THE INCIDENT ACTION PLAN		
04	DEVELOP AND MAINTAIN AN OPERATIONS SECTION TABLE OF ORGANIZATION.		
05	REVIEW RESOURCE NEEDS AND REQUESTS BE ORDERED AND OR RELEASED BASED ON THE CURRENT AND FUTURE NEEDS OF THE INCIDENT.		
06	ASSEMBLE AND DISASSEMBLE ORGANIZATIONAL ELEMENTS ASSIGNED TO THE OPERATIONS SECTION.		
07	REPORT INFORMATION ABOUT SPECIAL ACTIVITIES, EVENTS, AND OCCURRENCES TO THE INCIDENT COMMANDER.		
08	PROVIDE INPUT TO THE INCIDENT COMMANDER CONCERNING TACTICAL MEASURES REQUIRED TO DEAL WITH THE CURRENT SITUATION.		
09	BRIEF SUBORDINATES CONCERNING THE CURRENT STATUS OF THE INCIDENT. ENSURES THAT THEY UNDERSTAND THE OBJECTIVES AND STRATEGIES RELATED TO THE EXECUTION OF THE INCIDENT ACTION PLAN.		
10	ASSIST IN DEVELOPMENT OF THE INCIDENT ACTION PLAN		
11	ATTEND AND PARTICIPATE IN PLANNING MEETINGS.		
12	MAINTAIN COMMUNICATION WITH OTHER SECTIONS KEEPING THEM UP TO DATE WITH CURRENT NEEDS, ACTIVITIES AND OPERATIONAL ELEMENT STATUS.		
13	MAINTAIN A UNIT LOG		
REMARKS/COMMENTS:			

