

University of Illinois Fire Service Institute

Course Syllabus

Course Title: All-Hazards Supply Unit Leader (L 0970)

Course Duration: 40 hours

Program: Homeland Security

Course Prerequisites: IS 100, IS 200, ICS 300, IS 700, IS 800

Course Description: Before the 9/11 attacks, ICS training was exercised nearly exclusively on fire-based incidents. Recognizing the applicability and sincere need for NIMS principles across incident response disciplines, an “all-hazards” approach to training will be embraced in this course.

With an “all-hazards” approach, this course will focus on how a Supply Unit Leader (SPUL) needs to fundamentally possess the same core knowledge, skills, and abilities whether they are responding to a fire, an oil spill, a mass-casualty incident, or another incident. In other words, regardless of the hazard, discipline, or incident, the essential job of a SPUL is the same.

This course uses lecture, discussion, student participation, and activities to focus on understanding the behaviors, duties, responsibilities, and capabilities of an effective Supply Unit Leader on a Type 3 AHIMT.

The intended audience(s) are Federal, state, tribal, and/or local level emergency responders who may be designated as a Supply Unit Leader (SPUL) on their local or state IMT. The materials were developed with the assumption that audience members may have little or no actual experience as a member of an AHIMT.

The audience may include students from a variety of agencies and functional disciplines, including fire service, law enforcement, emergency management, public works departments, as well as public health organizations, medical emergency teams, and hospitals.

NIMS ICS specific training should be completed by personnel who are regularly required assigned to function under the Incident Command System (ICS), by personnel who may be called upon to function in a Command, Staff, or Unit Leader position on a Type III or IV AHIMT, or by those persons who desire to seek credentials/certification in those positions

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Course Requirements and/or Recommendations:

Pre-Course Work –

- None

Course Work –

- Participate in class discussion, activities and in group activities and exercises
- Complete unit quizzes
- Achieve 75% or higher on the final quiz

Post-Course Work –

- None

Required Textbook:

E/L 0970 NIMS ICS All-Hazards Supply Unit Leader July 2019, Version 1

This will be provided to the student on Day 1 of the class (digital version).

Course Policies:

Safety Policy: Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors or as written in course materials. Instructors and students shall be always mindful of safety. Conduct judged to be unsafe shall be grounds for dismissal from the course.

Academic Integrity Policy: IFSI has the responsibility for maintaining academic integrity so as to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

American Disabilities Act: As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations, they are to notify their instructor and provide documentation as soon as possible so arrangements can be made to provide for the student's needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

Evaluation Strategy: Students will be evaluated with an end of course quiz.

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Course Content:

Unit: 1

Title: Course Introduction

Terminal Learning Objective: Upon completion of this unit, students will be able to identify course objectives and position-specific resource materials for the position of Supply Unit Leader (SPUL).

Unit: 2

Title: Logistics Section and Supply Unit Overview

Terminal Learning Objective: Upon completion of this unit, students will be able to describe the function and components of the Logistics Section and the Supply Unit.

Unit: 3

Title: Incident Mobilization and Initial Situational Awareness

Terminal Learning Objective: Upon completion of this unit, students will be able to identify the actions and considerations necessary to mobilize the Supply Unit and gain situational awareness.

Unit: 4

Title: Overview of the Ordering Process

Terminal Learning Objective: Upon completion of this unit, students will be able to explain the ordering process.

Unit 5

Title: Order Origination

Terminal Learning Objective: Upon completion of this unit, students will be able to develop an ICS Form 213, General Message.

Unit 6

Title: Order Submission

Terminal Learning Objective: Upon completion of this unit, students will be able to develop and ICS Form 260, Resource Order.

Unit 7

Title: Receive and Distribute Items

Terminal Learning Objective: Upon completion of this unit, students will be able to develop and ICS Form 219, Resource Status Card (T-Card) for received and reconciled items.

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Unit 8

Title: Maintain Inventory

Terminal Learning Objective: Upon completion of this unit, students will be able to develop an inventory maintenance order.

Unit 9

Title: Setting Up and Managing the Supply Unit

Terminal Learning Objective: Upon completion of this unit, students will be able to design a physical layout for the Supply Unit.

Unit 10

Title: Demobilization

Terminal Learning Objective: Upon completion of this unit, students will be able to explain how to demobilize incident and Unit resources.

Reference List:

National Incident Management System (NIMS), October 2017

Supply Unit Leader Position Task Book

The ICS 420-1 Field Operations Guide by the U.S. Fire Administration.

https://www.usfa.fema.gov/downloads/pdf/publications/field_operations_guide.pdf

The “Redbook 2018 Interagency Standards for Fire and Fire/Aviation Operations” from the National Interagency Fire Center Group

The U.S. Coast Guard “Incident Management Handbook”

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Course Schedule

DAY ONE

| <u>Event</u> | | <u>Duration</u> |
|----------------|--|--------------------|
| Unit 1 | Course Introduction | 2 Hours 45 Minutes |
| Unit 2 | Logistics Section & Supply Unit Overview | 45 Minutes |
| Lunch | | |
| Unit 2 (Cont.) | Logistics Section & Supply Unit Overview | 3 Hours |
| Unit 3 | Incident Mobilization & Initial Situational Awareness | 1 Hour |
| Review | | 30 minutes |

DAY TWO

| <u>Event</u> | | <u>Duration</u> |
|----------------|--|--------------------|
| Unit 3 (Cont.) | Incident Mobilization & Initial Situational Awareness | 3 Hours 30 Minutes |
| Lunch | | |
| Unit 4 | Overview of the Ordering Process | 2 Hours |
| Unit 5 | Order Origination | 2 Hours |
| Review | | 30 Minutes |

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DAY THREE

| | | |
|----------------|----------------------------|-------------------|
| Unit 5 (Cont.) | Order Origination | 1 Hour 30 Minutes |
| Unit 6 | Order Submission | 2 Hours |
| Lunch | | |
| Unit 6 (Cont.) | Order Submission | 2 Hours |
| Unit 7 | Receive & Distribute Items | 2 Hours |
| Review | | 30 Minutes |

DAY FOUR

| | | |
|----------------|---------------------------------------|------------|
| Unit 7 (Cont.) | Receive & Distribute Items | 30 Minutes |
| Unit 8 | Maintain Inventory | 3 Hours |
| Lunch | | |
| Unit 9 | Setting Up & Managing the Supply Unit | 3 Hours |
| Unit 10 | Demobilization | 1 Hour |
| Review | | 30 Minutes |

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DAY FIVE

| | | |
|----------------|----------------|--------------------|
| Unit 10 | Demobilization | 2 Hours 30 Minutes |
| Final Activity | Final Activity | 1 Hour |
| Lunch | | |
| Final Activity | Final Activity | 2 Hours 30 Minutes |
| Course Summary | Course Summary | 30 Minutes |
| Final Quiz | Final Quiz | 1 Hour 30 Minutes |
