

University of Illinois Fire Service Institute

Course Syllabus

Course Title: All-Hazards Planning Section Chief (L 0962)

Course Duration: 32 hours

Program: NIMS/ICS

Course Prerequisites: IS 100, IS 200, ICS 300, ICS 400, 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 Planning Section Chief (PSC) 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 PSC 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 PSC on a Type 3 AHIMT.

The intended audience(s) Federal, state, tribal, and/or local level emergency responders who may be designated as a Planning Section Chief (PSC) 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 assigned to function on a Type III AHIMT or by those persons who desire to seek credentials/certification in those positions.

University of Illinois Fire Service Institute

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 0962 NIMS ICS All-Hazards Planning Section Chief June 2019, Version 1.0

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 mindful of safety at all times. 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.

University of Illinois Fire Service Institute

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 Planning Section Chief.

Unit: 2

Title: Overview of the Planning Section

Terminal Learning Objective:

Upon completion of this unit, students will be able to describe the functions of the Planning Section Units and the roles and responsibilities of the Planning Section Chief.

Unit: 3

Title: Overview of the Resources Unit

Terminal Learning Objective:

Upon completion of this unit, students will be able to describe the function of the Resources Unit and the roles and responsibilities of the Resources Unit Leader (RESL).

Unit: 4

Title: Overview of the Situation Unit

Terminal Learning Objective:

Upon completion of this unit, students will be able to describe the function of the Situation Unit and the roles and responsibilities of the Situation Unit Leader (SITL).

Unit: 5

Title: Initial Response

Terminal Learning Objective:

Upon completion of this unit, students will be able to describe the information gathered from the initial meetings, briefings and documents.

University of Illinois Fire Service Institute

Unit: 6

Title: Operational Period Planning Cycle

Terminal Learning Objective:

Upon completion of this unit, students will be able to describe the purpose, timing, and structure of each of the meetings, briefings, and documents in the Operational Period Planning Cycle.

Unit: 7

Title: Interactions

Terminal Learning Objective:

Upon completion of this unit, students will be able to identify the key strategies for interacting with members of the Planning Section, members of the Incident Management Team, and personnel outside the Incident Management Team.

Unit: 8

Title: Overview of the Documentation and Demobilization Units

Terminal Learning Objective:

Upon completion of this unit, students will be able to describe the responsibilities of the Documentation Unit Leader and Demobilization Unit Leader and the purpose of the Final Incident Package.

Reference List:

National Incident Management System (NIMS), October 2017

All-Hazards Planning Section Chief Position Task Book

Field Operations Guide (ICS 420-1)

Firescope or USFA

Integrated Emergency Management Course – Exercise Simulation System Document (ESSD) aka “Central City Manual” Version 3.0 December 2015:

https://nfa.usfa.fema.gov/ax/pcm/central_city_manual.pdf

The ICS 420-1 Field Operations Guide available from the US Fire Academy:

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

The “Redbook 2019 Interagency Standards for Fire and Fire Aviation Operations” from the Interagency Standards for Fire and Fire Aviation Operations Group, National Interagency Fire Center

University of Illinois Fire Service Institute

The US Coast Guard “Incident Management Handbook”:

https://www.atlanticaea.uscg.mil/Portals/7/Ninth%20District/Documents/USCG_I_MH_2014_COMDTPUB_P3120.17B.pdf?ver=2017-06-14-122531-930

Emergency Responder Field Operations Guide, October 2010

University of Illinois Fire Service Institute

Course Schedule

DAY ONE

Unit 1	Course Introduction	2 Hours 30 Minutes
Unit 2	Overview of the Planning Section	45 Minutes
Lunch		
Unit 3	Overview of the Resources Unit	4 Hour 15 Minutes
Review		30 Minutes

DAY TWO

Unit 4	Overview of the Situation Unit	3 Hours 30 Minutes
Lunch		
Unit 5	Initial Response	4 Hours
Review		30 Minutes

DAY THREE

Unit 6	Operational Period Planning Cycle	3 Hours 30 Minutes
Lunch		
Unit 6 (Cont.)	Operational Period Planning Cycle	4 Hours
Review		30 Minutes

University of Illinois Fire Service Institute

DAY FOUR

Unit 6 (Cont.)	Operational Period Planning Cycle	2 Hours 30 Minutes
Unit 7	Interactions	1 Hour
Lunch		
Unit 7 (Cont.)	Interactions	1 Hours 15 Minutes
Unit 8	Overview of the Documentation Unit & Demobilization Unit	1 Hour 30 Minutes
Unit 8	Expectations Review, Final Quiz	1 Hour 45 Minutes