

Unit 4:

Incident Commander and Command Staff Functions



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Visual 4.1
Incident Commander and Command Staff Functions

Unit Objectives

- Identify the five major ICS management functions.
- Identify the position titles associated with the Command Staff.
- Describe the role and function of the Incident Commander.
- Describe the role and function of the Command Staff.

Unit List

- ✓ Course Overview
- ✓ ICS Overview
- ✓ ICS Features & Principles
- ➔ Incident Commander & Command Staff Functions
 - General Staff Functions
 - Unified Command
 - Course Summary – Putting It All Together



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Management Function Descriptions

Function	Description
Incident Command	<ul style="list-style-type: none">• Establishes incident objectives, strategies, and priorities.• Assume overall responsibility for the incident.
Operations	<ul style="list-style-type: none">• Determines tactics and resources for achieving objectives.• Directs the tactical response.
Planning	<ul style="list-style-type: none">• Collects and analyzes information.• Tracks resources.• Maintains documentation.
Logistics	<ul style="list-style-type: none">• Provides resources and needed services.
Finance/ Administration	<ul style="list-style-type: none">• Accounts for expenditures, claims, and compensation.• Procures needed resources.



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Visual 4.3
Incident Commander and Command Staff Functions

Incident Commander

The Incident Commander is responsible for all ICS management functions until delegated.



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Visual 4.4
Incident Commander and Command Staff Functions

Discussion Question

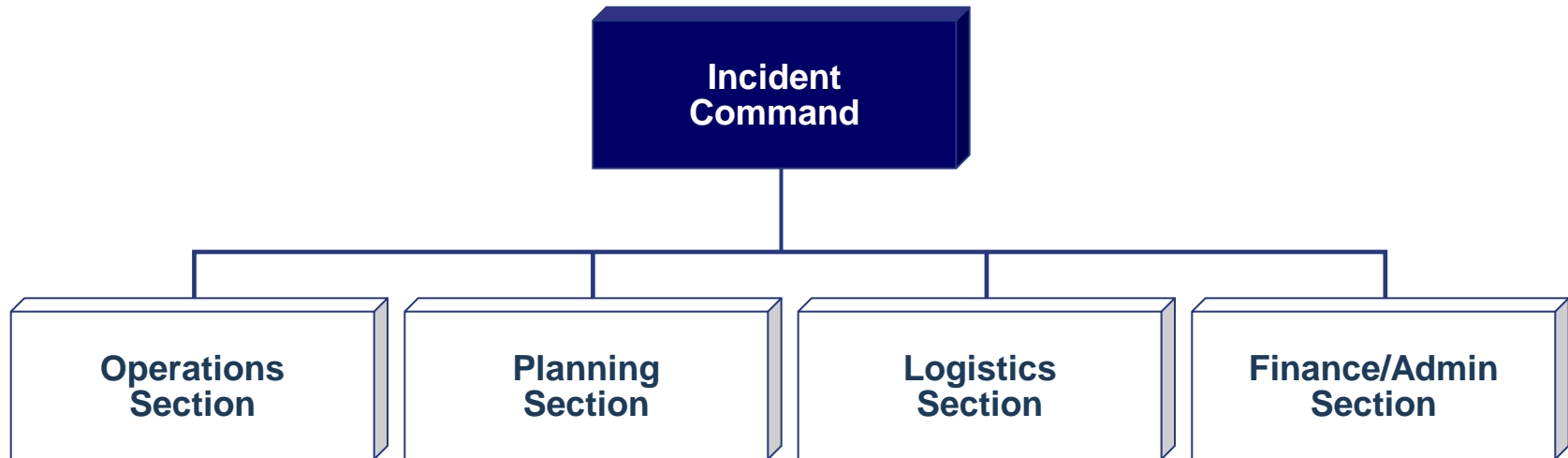
Why is it critical to establish command from the beginning of an incident?



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Visual 4.5
Incident Commander and Command Staff Functions

Delegating Incident Management Functions



Remember: The Incident Commander only creates those Sections that are needed. If a Section is not staffed, the Incident Commander will personally manage those functions.



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Incident Commander Responsibilities

The Incident Commander is responsible for:

- **Ensuring incident safety.**
- **Providing information to internal and external stakeholders.**
- **Establishing and maintaining liaison with other agencies participating in the incident.**



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Visual 4.7
Incident Commander and Command Staff Functions

Discussion Question

**Who has overall
responsibility at an
incident scene?**



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Visual 4.8
Incident Commander and Command Staff Functions

Deputy Incident Commander

A Deputy Incident Commander may be designated to:

- **Perform specific tasks as requested by the Incident Commander.**
- **Perform the incident command function in a relief capacity.**
- **Represent an assisting agency that shares jurisdiction.**



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Discussion Question

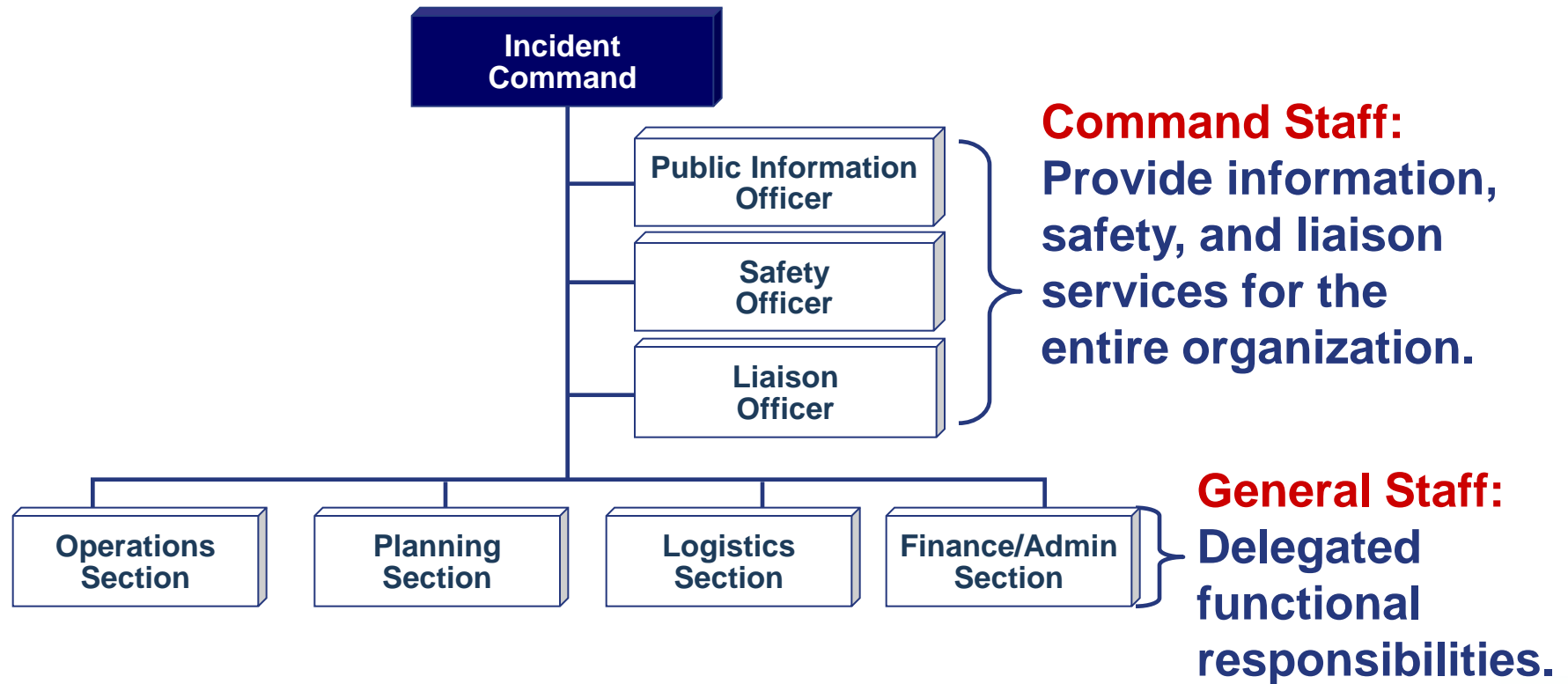
**What needs to occur
before the Deputy
Incident Commander
assumes control?**



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Visual 4.10
Incident Commander and Command Staff Functions

Expanding the Organization



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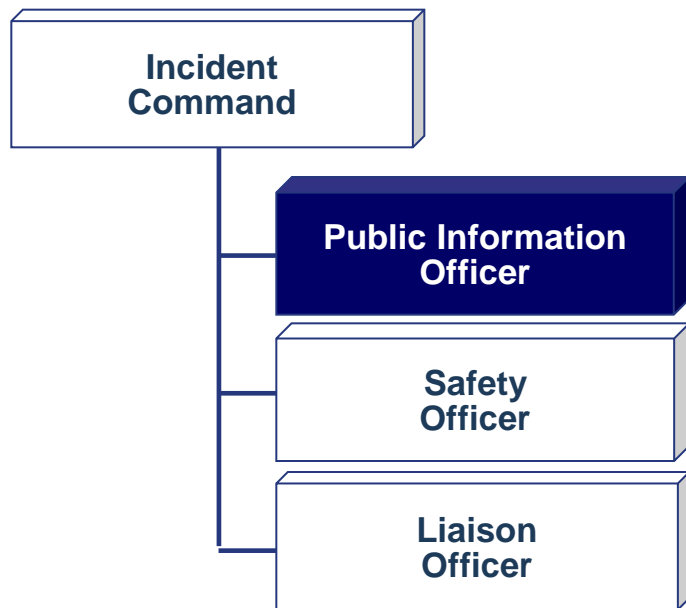
Click on the image to start the video.



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Visual 4.12
Incident Commander and Command Staff Functions

Public Information Officer (PIO)



The Public Information Officer:

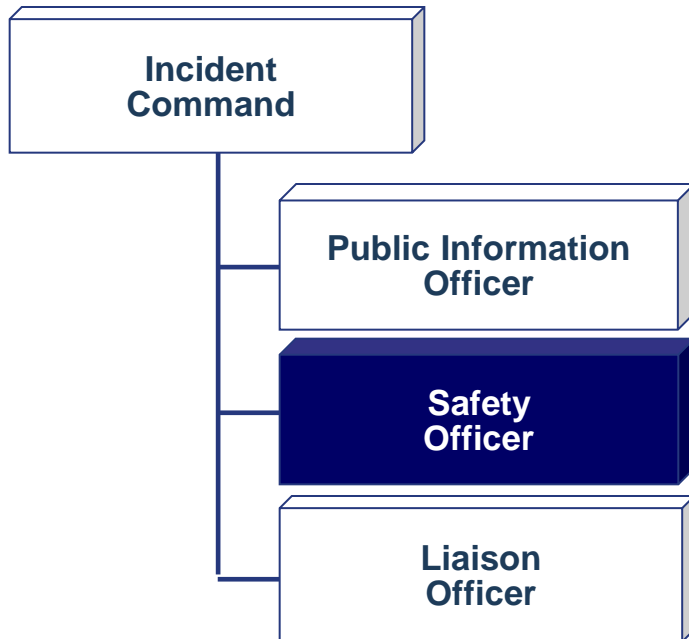
- Advises the Incident Commander on information dissemination and media relations.
- Obtains information from and provides information to the Planning Section, the community, and the media.

The Incident Commander approves information that the PIO releases.



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Safety Officer



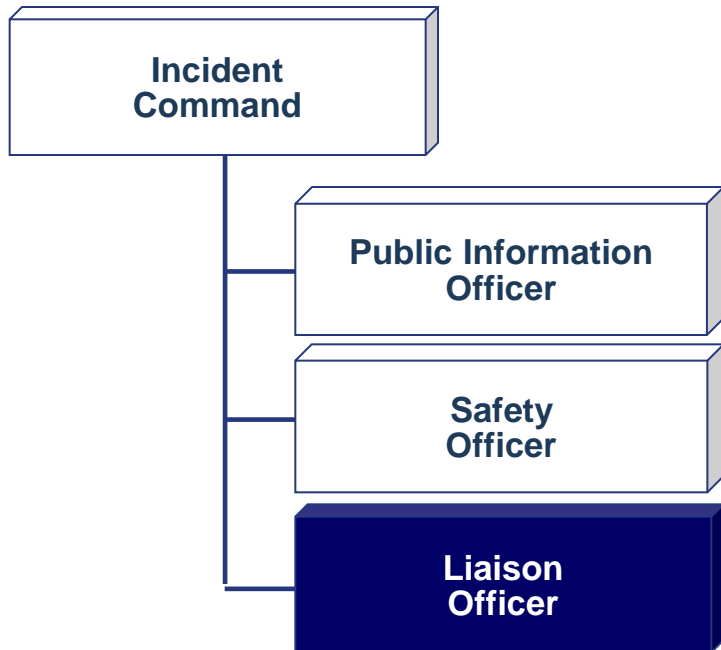
The Safety Officer:

- Advises the Incident Commander on issues regarding incident safety.
- Works with Operations to ensure safety of field personnel.
- Ensures safety of all incident personnel.



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Liaison Officer



The Liaison Officer:

- Assists the Incident Commander by serving as point of contact for representatives from other response organizations.
- Provides briefings to and answers questions from supporting organizations.



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Discussion Question

Who within your organization is qualified to serve as Command Staff?



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Visual 4.16
Incident Commander and Command Staff Functions

Activity: Command Staff Roles

Instructions: Working as a team . . .

- 1. Review the case study presented in your Student Manual.**
- 2. Identify which Command Staff positions would be assigned.**
- 3. Next, determine what specific activities the Incident Commander would delegate to each Command Staff member.**
- 4. Select a spokesperson. Be prepared to present in 10 minutes.**



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Summary

Are you now able to:

- **Identify the five major ICS management functions?**
- **Identify the position titles associated with the Command Staff?**
- **Describe the role and function of the Incident Commander?**
- **Describe the role and function of the Command Staff?**



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