

SECTION VI— INCIDENT MANAGEMENT SYSTEM (IMS)

6.6 ORGANIZATION & CONTROL

6.6.1 Geographical Division of the Incident Scene: Each incident scene shall be organized into standard geographical areas. The purpose of this geographical breakdown of an incident scene is two-fold:

- To ensure clear and consistent understanding of the organization of any incident scene through the use of standard terminology.
- To provide the incident commander with a standard designated method of dividing an incident scene, so that he can effectively deploy resources for operations within well-defined geographical areas.

These areas shall be identified in accordance with the following guidelines.

6.6.1.1 The four sides of the incident scene shall be designated as Divisions. The incident commander shall designate the side of the incident scene that bears the postal address of the location as Division "A". Where the incident scene has no postal address, the incident commander shall select any side to designate Division "A". Proceeding in a clockwise direction, the remaining sides shall be identified as Division "B", "C", and "D".

6.6.1.2 Multi-story buildings shall have each floor designated as a Division, beginning with the first floor, which shall be designated as Division 1. Subsequent floors shall be designated Divisions 2, 3, etc., corresponding to the actual floor level above the first floor. In relatively small single story buildings, a Division operating on the inside of the building may utilize Interior Division to designate their relative geographical area.

6.6.1.3 The roof and basement of buildings shall be designated Roof Division and Basement Division respectively.

6.6.2 Command Organization: It will be the ongoing responsibility of the incident commander to develop and maintain an organized command structure as required for effective operations. The command structure will be based upon the deployment of divisions or groups, as needed to divide the incident scene into smaller manageable units. This structure will enable the incident commander to maintain a manageable span of control over the entire operation. The command organization must develop at a pace, which stays ahead of the tactical deployment of personnel and resources. As the number of operating divisions and/or groups expands, the IC may assign an operations officer to maintain an effective span of control. The IC shall remain directly responsible for each basic element of the Incident Command System not delegated during the course of an incident.

6.6.2.1 Incident Commander: The IC function of IMS is responsible for the overall command and control of the incident. The IC provides strategic direction for all activities

of an incident and provides the process that ensures fire fighter safety and health during an incident. The IC is directly responsible for all other functions and staff positions unless specifically designated during an incident.

6.6.2.1.1 Command Staff: Personnel assigned to perform activities that are not part of the line organization. These positions may include the following:

- Safety Officer
- Information Officer (formerly Public Information Officer)
- Liaison Officer
- Chief's Aide
- Deputy IC
- Scribe

6.6.2.2 Planning Function: The planning function or "chief" provides for the collection of information, evaluating information, and disseminating information to and for the IC. Planning provides for resource accountability, deployment, and status.

6.6.2.3 Logistics Function: The logistics function or "chief" provides for the coordination of facilities, services, supplies, equipment, feeding, medical services, and rehabilitation.

6.6.2.4 Operations Function: The operations function or "chief" provides for the tactical completion of the strategic objectives established by the IC. Operations provides for direct supervision of the emergency incident.

6.6.2.5 Finance Function: The finance function or "chief", depending on the complexity of an incident, provides accountability for the financial resources needed to complete the strategic objectives established by the IC.