Unit 6: Preparedness

Unit Terminal Objective

Explain the Senior Official's role in preparedness.

Unit Enabling Objectives

- List Senior Official responsibilities in preparing for an incident.

- List website resource for FEMA doctrine, guidelines, and additional training.

Preparedness

Check Plans, Policies, and Laws

Do your agency's/jurisdiction's preparedness plans, policies, and laws:

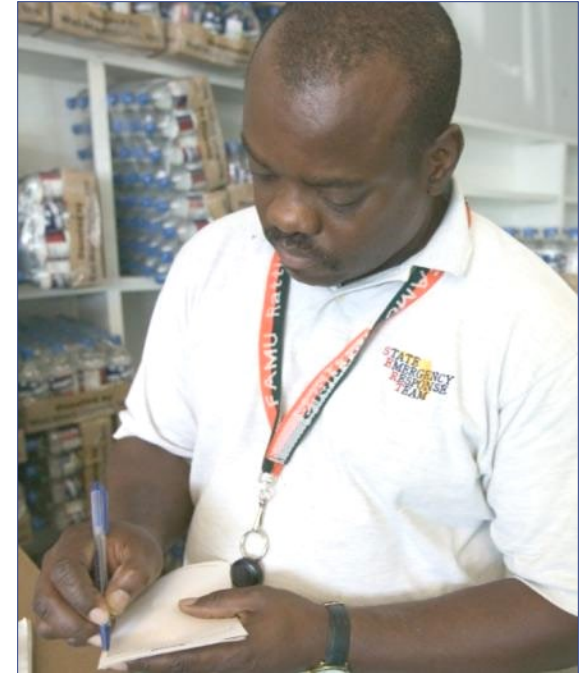- Align with NIMS terminology and systems?

- Cover all hazards?

- Include delegations of authority (as appropriate)?

- Include up-to-date information?

Establish Resource Management Systems

- **Do you have established systems for:**

  - **Describing, inventorying, requesting, and tracking resources?**

  - **Activating and dispatching resources?**

  - **Managing volunteers?**

  - **Demobilizing or recalling resources?**

  - **Financial tracking, reimbursement, and reporting?**

- **Do you have mutual aid and assistance agreements for obtaining resources, facilities, services, and other required support during an incident?**
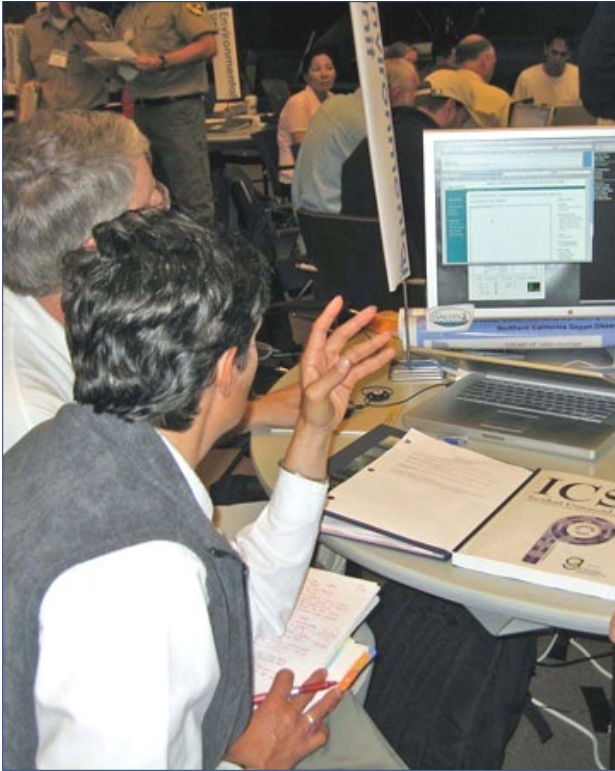
Establish Communications and Information Systems

- Are protocols and procedures in place?

- Can responders from different agencies or mutual aid and assistance partners communicate with one another?

- Do you have a plan/budget for maintaining and replacing your emergency communication systems?

Training, Credentialing, and Exercising

- **Do you have sufficient qualified personnel to fill ICS, EOC and JIS positions?**

- **Can you verify that personnel meet established professional standards for:**
  - **Training?**
  - **Experience?**
  - **Performance?**

- **When was the last tabletop, functional, or full-scale exercise that practiced command and coordination functions? Did you participate in that exercise?**

Continuous Improvement

- **Incident debriefing**

- **Post-incident critique**

- **Post-incident analysis**

- **Corrective Action Report/After Action Report**

Additional Resources

- **NIMS Doctrine and Supporting Guides and Tools - https://www.fema.gov/nims-doctrine-supporting-guides-tools**

- **ICS Resource Center - https://training.fema.gov/emiweb/is/icsresource/index.htm**

- **Additional NIMS Training - https://training.fema.gov/**

Objectives Review

1. What are the Senior Official's responsibilities when preparing for an incident?

2. What websites provide resources for FEMA doctrine, guidelines, and additional training?