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## NIMS Adoption

### Adoption

**Compliance Objective 1:** Adopt NIMS by all local government departments/agencies; as well as promote and encourage NIMS adoption by associations, utilities, nongovernmental organizations (NGOs) and private sector emergency management and incident response organizations.

**1.1 Has the local government formally adopted, for Fiscal Year (FY) 2008, the National Incident Management System as its all-hazards incident management system?**

○ Yes
○ No

What legal authority was used to formally adopt NIMS: [Check all that apply.]

☐ Executive Order
☐ Proclamation
☐ Resolution
☐ Other legal authority

When was NIMS formally adopted? [          ] 📅 [mm/dd/yyyy]

**1.2 Does the formal adoption of NIMS expire?**

○ Yes
○ No

When? [          ] 📅 [mm/dd/yyyy]

Is there is a process for renewing/maintaining the formal adoption of NIMS?

○ Yes
○ No
If yes, how?

[                                                              ]

**1.3 Does the local government promote NIMS adoption by associations, utilities, private sector, and nongovernmental organizations?**

○ Yes
○ No

Notes:

[                                                              ]

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## NIMS Adoption

### Point of Contact

**Compliance Objective 2:** Designate and maintain a single point of contact within government to serve as principle coordinator for NIMS implementation jurisdiction-wide (to include principal coordinator for NIMS implementation within each Department/Agency.

**2.1 Has local government designated a single point of contact with the authority to serve as the principal coordinator for overall jurisdiction-wide NIMS implementation?**

○ Yes
○ No

Identify the individual. (Include: Name, Title, Email Address, Phone Number, and Mailing Address)

[                    ]

Identify the date of designation: [        ] 🖩 [mm/dd/yyyy]

**2.2 Have the appropriate local Departments/Agencies or those with emergency management and incident response responsibilities designated a single point of contact within each of the Departments/Agencies with the authority to serve as the principal coordinator for NIMS implementation?**

○ Yes
○ No

**Total number of local Departments/Agencies?** [        ]

**Total Number of local Departments/Agencies that have designated a single point of contact?** [        ]

Notes:

[                    ]

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## NIMS Adoption

**Implementation Strategy**

**Compliance Objective 3:** Ensure that Federal Preparedness Awards [to include, but not limited to, DHS Homeland Security Grant Program and Urban Area Security Initiative Funds] to local governments, support all required NIMS compliance requirements.

**3.1 Does the local government ensure that Federal Preparedness Awards [including DHS Homeland Security Grant Program and Urban Area Security Initiative (UASI) Funds] support NIMS compliance?**

○ Yes
○ No
○ N/A

Notes:

[                                                                    ]

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## NIMS Adoption

**Ensure Federal Preparedness Funding support NIMS**

**Compliance Objective 4:** Routinely include NIMS compliance objectivesin all audits, conducted by audit agencies and review organizations, associated with Federal Preparedness Awards.

**4.1 Do local government audit agencies and review organizations include required NIMS compliance activities in all audits associated with Federal Preparedness Awards?**

○ Yes
○ No
○ N/A

Notes:

[                                                                          ]

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**Preparedness: Planning**

**Revise and update plans**

**Compliance Objective 5:** Revise and update local government emergency operations plans (EOPs), standard operating procedures (SOPs), and standard operating guidelines (SOGs) to incorporate NIMS and National Response Framework (NRF) components, principles and policies, to include planning, training, response, exercises, equipment, evaluation, and corrective actions.

5.1 Does the local government review and revise the following plans to incorporate NIMS components, principles, and policies?

|      | Yes | No |
|------|-----|-----|
| EOPs | ○ | ○ |
| SOPs | ○ | ○ |
| SOGs | ○ | ○ |

5.2 Does the local government review and revise the following plans to incorporate NRF components, principles, and concepts?

|      | Yes | No |
|------|-----|-----|
| EOPs | ○ | ○ |
| SOPs | ○ | ○ |
| SOGs | ○ | ○ |

Notes:

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## Preparedness: Planning

### Promote and develop intrastate and interstate mutual aid agreements

**Compliance Objective 6:** Promote and/or develop intrastate and interagency mutual aid agreements and assistance agreements (to include agreements with the private sector and NGOs).

**6.1 Does the local government promote and/or develop intrastate mutual aid agreements and assistance agreements throughout the jurisdiction?**
- ○ Yes
- ○ No

Do these include agreements with the private sector?
- ○ Yes
- ○ No

Do these include agreements with NGOs?
- ○ Yes
- ○ No

**6.2 Does the local government promote and/or develop interagency mutual aid agreements and assistance agreements throughout the jurisdiction?**
- ○ Yes
- ○ No

Do these include agreements with the private sector?
- ○ Yes
- ○ No

Do these include agreements with NGOs?
- ○ Yes
- ○ No

Notes:

[                                        ]

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## Preparedness: Training

### Utilize existing resources to coordinate and deliver NIMS training

**Compliance Objective 7:** Use existing resources such as programs, personnel and training facilities to coordinate and deliver NIMS training.

**7.1 Does the local government use the following resources for NIMS training?**

|  | Yes | No |
|---|---|---|
| Programs | ○ | ○ |
| Personnel | ○ | ○ |
| Facilities | ○ | ○ |

Notes:

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## Preparedness: Training

### Complete IS-700 NIMS: An Introduction

**Compliance Objective 8:** Ensure that IS-700 NIMS: An Introduction training is completed by appropriate personnel (as identified in the Five-Year NIMS Training Plan, February 2008).

**8.1 Have the appropriate personnel, as identified in the Five-Year NIMS Training Plan, February 2008, completed IS-700?**

○ Yes
○ No

Number of appropriate personnel who are required to complete IS-700: [____]

Number of appropriate personnel who have completed IS-700: [____]

The number of appropriate personnel who have completed IS-700 for the following categories:

| | Number of Personnel |
|---|---|
| **Entry-level first responders** | [____] |
| **First line supervisors** | [____] |
| **Emergency Management and response personnel in middle management** | [____] |
| **Emergency Management and response personnel in command and general staff** | [____] |

**8.2 Does the local government document IS-700 training status of personnel from:**

| | Yes | No | N/A |
|---|---|---|---|
| **Local Governments** | ○ | ○ | |
| **Tribal Nations** | ○ | ○ | ○ |
| **Other emergency response organizations** | ○ | ○ | ○ |

Notes:

[                                                                    ]

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## Preparedness: Training

### Complete IS-800 NRP: An Introduction

**Compliance Objective 9:** Ensure that IS-800a National Response Framework: an Introduction training is completed by appropriate personnel (as identified in the Five-Year NIMS Training Plan, February 2008).

**9.1 Have the appropriate personnel, as identified in the Five-Year NIMS Training Plan, February 2008, completed IS-800?**

○ Yes
○ No

Number of appropriate personnel who are required to complete IS-800: [____]

Number of appropriate personnel who have completed IS-800: [____]

The number of appropriate personnel who have completed IS-800 for the following categories:

|  | Number of Personnel |
|---|---|
| **Entry-level first responders** | [____] |
| **First line supervisors** | [____] |
| **Emergency Management and response personnel in middle management** | [____] |
| **Emergency Management and response personnel in command and general staff** | [____] |

**9.2 Does the local government document IS-800 training status of personnel from:**

|  | Yes | No | N/A |
|---|---|---|---|
| **Local Governments** | ○ | ○ | |
| **Tribal Nations** | ○ | ○ | ○ |
| **Other emergency response organizations** | ○ | ○ | ○ |

Notes:

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## Preparedness: Training

### Complete ICS-100 Introduction to ICS

**Compliance Objective 10:** Ensure that ICS-100: Introduction to ICS training is completed by appropriate personnel (as identified in the Five-Year NIMS Training Plan, February 2008).

**10.1 Have the appropriate personnel, as identified in the Five-Year NIMS Training Plan, February 2008, completed ICS-100?**

○ Yes
○ No

Number of appropriate personnel who are required to complete ICS-100: [        ]

Number of appropriate personnel who have completed ICS-100: [        ]

The number of appropriate personnel who have completed ICS-100 for the following categories:

| | Number of Personnel |
|---|---|
| **Entry-level first responders** | [     ] |
| **First line supervisors** | [     ] |
| **Emergency Management and response personnel in middle management** | [     ] |
| **Emergency Management and response personnel in command and general staff** | [     ] |
| **Personnel as ICS trainers** | [     ] |

**10.2 Does the local government document ICS-100 training status of personnel from:**

| | Yes | No | N/A |
|---|---|---|---|
| **Local Governments** | ○ | ○ | |
| **Tribal Nations** | ○ | ○ | ○ |
| **Other emergency response organizations** | ○ | ○ | ○ |

Notes:

[                                                                    ]

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## Preparedness: Training

### Complete ICS-200 ICS for Single Resources and Initial Action Incidents

**Compliance Objective 11:** Ensure that ICS-200: ICS for Single Resources and Initial Action Incidents training is completed by appropriate personnel (as identified in the Five-Year NIMS Training Plan, February 2008).

**11.1** Have the appropriate personnel, as identified in the Five-Year NIMS Training Plan, February 2008, completed ICS-200?

○ Yes
○ No

Number of appropriate personnel who are required to complete ICS-200: [          ]

Number of appropriate personnel who have completed ICS-200: [          ]

The number of appropriate personnel who have completed ICS-200 for the following categories:

|                                                                      | Number of Personnel |
|----------------------------------------------------------------------|---------------------|
| **Entry-level first responders**                                     |                     |
| **First line supervisors**                                           |                     |
| **Emergency Management and response personnel in middle management** |                     |
| **Emergency Management and response personnel in command and general staff** |              |
| **Personnel as ICS trainers**                                        |                     |

**11.2** Does the local government document ICS-200 training status of personnel from:

|                                              | Yes | No  | N/A |
|----------------------------------------------|-----|-----|-----|
| **Local Governments**                        | ○   | ○   |     |
| **Tribal Nations**                           | ○   | ○   | ○   |
| **Other emergency response organizations**   | ○   | ○   | ○   |

Notes:
[                                                                                    ]

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**Preparedness: Training**

| **Complete ICS-300 Intermediate ICS** |
|---|

**Compliance Objective 12:** Ensure that ICS-300: Intermediate ICS training is completed by appropriate personnel (as identified in the Five-Year NIMS Training Plan, February 2008).

**12.1 Have the appropriate personnel, as identified in the Five-Year NIMS Training Plan, February 2008, completed ICS-300?**

○ Yes
○ No

Number of appropriate personnel who are required to complete ICS-300: [ ]

Number of appropriate personnel who have completed ICS-300: [ ]

The number of appropriate personnel who have completed ICS-300 for the following categories:

| | Number of Personnel |
|---|---|
| **Entry-level first responders** | [ ] |
| **First line supervisors** | [ ] |
| **Emergency Management and response personnel in middle management** | [ ] |
| **Emergency Management and response personnel in command and general staff** | [ ] |
| **Personnel as ICS trainers** | [ ] |

**12.2 Does the local government document ICS-300 training status of personnel from:**

| | Yes | No | N/A |
|---|---|---|---|
| **Local Governments** | ○ | ○ | |
| **Tribal Nations** | ○ | ○ | ○ |
| **Other emergency response organizations** | ○ | ○ | ○ |

Notes:

[                                    ]

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## Preparedness: Training

### Complete ICS-400 Advanced ICS

**FY2009 Compliance Objective:**Ensure that ICS-400: Advanced ICS training is completed by appropriate personnel (as identified in the Five-Year NIMS Training Plan, February 2008).

Have the appropriate personnel, as identified in the Five-Year NIMS Training Plan, February 2008, completed ICS-400?

○ Yes
○ No

Number of appropriate personnel who are required to complete ICS-400: [     ]

Number of appropriate personnel who have completed ICS-400: [     ]

The number of appropriate personnel who have completed ICS-400 for the following categories:

|  | Number of Personnel |
|---|---|
| Entry-level first responders | [     ] |
| First line supervisors | [     ] |
| Emergency Management and response personnel in middle management | [     ] |
| Emergency Management and response personnel in command and general staff | [     ] |
| Personnel as ICS trainers | [     ] |

Does the local government document ICS-400 training status of personnel from:

|  | Yes | No | N/A |
|---|---|---|---|
| Local Governments | ○ | ○ | |
| Tribal Nations | ○ | ○ | ○ |
| Other emergency response organizations | ○ | ○ | ○ |

Notes:

[                                                                      ]

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## Preparedness: Exercises

### Incorporate NIMS concepts and principles into all training and expercises

**Compliance Objective 13:** Incorporate NIMS concepts and principles into all appropriate training and exercises.

**13.1 Have the following NIMS concepts and principles been incorporated into all appropriate training?**

|  | Incorporated | Not Incorporated |
|---|---|---|
| **Flexibility** | ○ | ○ |
| **Scalability** | ○ | ○ |
| **Standardization** | ○ | ○ |
| **Interoperability & Compatibility** | ○ | ○ |
| **Resource Management** | ○ | ○ |
| **Incident Command** | ○ | ○ |
| **Multiagency Coordination** | ○ | ○ |
| **Public Information** | ○ | ○ |

**13.2 Have the following NIMS concepts and principles been incorporated into all appropriate exercises?**

|  | Incorporated | Not Incorporated |
|---|---|---|
| **Flexibility** | ○ | ○ |
| **Scalability** | ○ | ○ |
| **Standardization** | ○ | ○ |
| **Interoperability & Compatibility** | ○ | ○ |
| **Resource Management** | ○ | ○ |
| **Incident Command** | ○ | ○ |
| **Multiagency Coordination** | ○ | ○ |
| **Public Information** | ○ | ○ |

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### Preparedness: Exercises

**Plan and/or Participate in all-hazards exercise program**

**Compliance Objective 14:** Plan for and/or participate in an all-hazards exercise program [for example, Homeland Security Exercise and Evaluation Program] that involves emergency management/response personnel from multiple disciplines and/or multiple jurisdictions.

**14.1 Does the local government plan for an all-hazards exercise program?**
○ Yes
○ No

If yes, is the all-hazards exercise program multidisciplinary?
○ Yes
○ No

If yes, is the all-hazards exercise program multi-jurisdictional?
○ Yes
○ No

**14.2 Does the local government participate in an all-hazards exercise program in FY 2008?**
○ Yes
○ No

Is the all-hazards exercise program multidisciplinary?
○ Yes
○ No

Is the all-hazards exercise program multi-jurisdictional?
○ Yes
○ No

**Which of the following NIMS components are evaluated through program exercises: (Check all that apply.)**
☐ Preparedness
☐ Communication and Information Management
☐ Resource Management
☐ Command and Management
☐ Mutual Aid and Assistance
☐ Interoperability
☐ Participation of NGOs and Private Sector

**14.3 In FY 2008, will the local government participate in all-hazards:**

|  | Yes | No | N/A (not this year) |
|---|---|---|---|
| **Drills** | ○ | ○ | ○ |
| **Table-top Exercises** | ○ | ○ | ○ |
| **Functional Exercises** | ○ | ○ | ○ |
| **Full-scale Exercises** | ○ | ○ | ○ |

Notes:

[                                        ]

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## Preparedness: Exercises

**Incorporate corrective actions into preparedness and response plans and procedures**

**Compliance Objective 15:** Incorporate corrective actions into preparedness and response plans and procedures.

15.1 After conducting and/or participating in an all-hazards exercise program, does local government incorporate corrective actions into preparedness and response plans and procedures?

○ Yes
○ No

Notes:

[                    ]

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## Communications and Information Management

### Apply Common and Consistent Terminology

**Compliance Objective 16:** Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.

**16.1 Does the local government apply the following communication standards:**

|  | Yes | No |
|---|---|---|
| **Plain Language (Clear Text)** | ○ | ○ |
| **Common and Consistent Terminology** | ○ | ○ |

Notes:

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## Communications and Information Management

**Utilize Systems, Tools and Process to present consistent and accurate information**

**Compliance Objective 17:** Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during an incident/planned event.

**17.1 Does local government utilize the following to present consistent and accurate information during an incident/planned event?**

|  | Yes | No |
|---|---|---|
| Systems | ○ | ○ |
| Tools | ○ | ○ |
| Processes | ○ | ○ |

Notes:

[                                                                    ]

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**Resource Management**

**Inventory response assets to conform to NIMS National Resource Typing Definitions**

**Compliance Objective 18:** Inventory response assets to conform to NIMS National Resource Typing Definitions, as defined by FEMA.s Incident Management Systems Integration Division.

18.1 Has the local government inventoried its emergency management/incident response assets to conform to NIMS National Resource Typing Definitions?
○ Yes
○ No

18.2 Has the local government typed its response assets to conform to NIMS National Resource Typing Definitions?
○ Yes
○ No

18.3 Does the local government have a process to determine availability of emergency management/incidents response assets in accordance with "Tier One" NIMS National Resource Typing Definitions?
○ Yes
○ No

Notes:

[                                                                                          ]

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### Resource Management

| Utilize response asset inventory |
|---|

**Compliance Objective 19:** Utilize local government response asset inventory for intrastate and interstate mutual aid requests [such as Emergency Management Assistance Compact (EMAC)], training, exercises, and incidents/planned events.

**19.1 Does the local government use the response asset inventory for:**

|  | Yes | No |
|---|---|---|
| **All-Hazards Exercise Program** | ○ | ○ |
| **Interstate Mutual Aid and Assistance** | ○ | ○ |
| **Training** | ○ | ○ |
| **Incidents/Planned Events** | ○ | ○ |

Notes:

[                                        ]

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**Resource Management**

**Ensure Interoperability**

**Compliance Objective 20:** Ensure that equipment, communications and data systems acquired through local acquisition programs are interoperable.

20.1 Local government acquisition programs require the following to be interoperable throughout the jurisdiction when purchased:

|  | Yes | No |
|---|---|---|
| Equipment | ○ | ○ |
| Communications | ○ | ○ |
| Data Systems | ○ | ○ |

20.2 If the local government is providing funds for equipment, communications and data systems does it ensure local acquisition programs require the following to be interoperable when purchased:

|  | Yes | No |
|---|---|---|
| Equipment | ○ | ○ |
| Communications | ○ | ○ |
| Data Systems | ○ | ○ |

Notes:

[                                                            ]

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## Resource Management

### Initiate development of credentialing system

**New in FY2008 Compliance Objective:21:** Initiate development of a jurisdiction-wide system to credential emergency management/response personnel to ensure proper authorization and access to an incident, including those involving mutual aid agreements and/or assistance agreements.

**21.1 Has the local government initiated the development of a jurisdiction-wide system to credential emergency management/response personnel?**

○ Yes
○ No

If yes, is the credentialing system base upon an existing State-wide system?

○ Yes
○ No

If yes, what disciplines does the credential system encompass?

☐ Animal Health/ Rescue
☐ Emergency Management
☐ EMS
☐ Fire
☐ Hazardous Materials
☐ Incident Management
☐ Law Enforcement/ Public Safety
☐ Medical/Hospital
☐ Public Health
☐ Public Works
☐ Other

If yes, does the State/Territory credentialing conform to current NIMS national credentialing criteria and guidance? [Note: Credentialing should include the means for validating the identity, qualification, and deployment authorization that allows for the granting of access to an incident, including preparedness-related exercises and training activities.]

○ Yes
○ No

Notes:

[                                                                    ]

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**Command and Management**

| Manage incidents/planned events is accordance with ICS |
| --- |

**Compliance Objective 22:** Manage all incidents/ planned events in accordance with Incident Command System (ICS) organizational structures, doctrine and procedures. ICS implementation must include the consistent application of Incident Action Planning (IAP) and common communications plans, as appropriate.

**22.1 Does the local government implement ICS for all-hazards emergency management and incident response/planned events?**

○ Yes, for all incidents/planned events.
○ No

**22.2 Does ICS implementation include the following concepts?**

|  | Yes | No |
| --- | --- | --- |
| **Common Terminology** | ○ | ○ |
| **Modular Organization** | ○ | ○ |
| **Management by Objectives** | ○ | ○ |
| **Incident Action Planning** | ○ | ○ |
| **Manageable Span of Control** | ○ | ○ |
| **Incident Facilities and Locations** | ○ | ○ |
| **Comprehensive Resource Management** | ○ | ○ |
| **Integrated Communications** | ○ | ○ |
| **Establishment and Transfer of Command** | ○ | ○ |
| **Chain of Command and Unity of Command** | ○ | ○ |
| **Unified Command** | ○ | ○ |
| **Accountability** | ○ | ○ |
| **Dispatch/Deployment** | ○ | ○ |
| **Information and Intelligence Management** | ○ | ○ |

**22.3 Does the local government implement Incident Action Plans (IAPs) during incidents/planned events, as appropriate?**

○ Yes
○ No

**22.4 Does the local government implement common communication plans during incidents/planned events, as appropriate?**

○ Yes
○ No

Notes:

[                                                                    ]

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## Command and Management

### Multi-agency Coordination System

**Compliance Objective 23:** Coordinate and support emergency management and incident response activities through the development and use of integrated Multiagency Coordination System (MACS) [i.e., develop and maintain connectivity between local Incident Command Posts (ICP), local 911 Centers, local Emergency Operations Centers (EOCs), the State/Territorial EOC, and Regional and Federal EOCs and NRF organizational elements].

23.1 Does the local government use integrated MACS, where appropriate, during incidents/planned events?

○ Yes
○ No

Which of the following primary functions is coordinated by a local government MACS: [Check all that apply.]

☐ Situation assessment
☐ Critical resource acquisition and allocation
☐ Other State/Territory, Tribal Nation, Local, and Federal MACS
☐ Coordination with elected and appointed officials
☐ Coordination of summary information
☐ Incident priority determination
☐ Other functions

Notes:

[                                                                    ]

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## Command and Management

**Public Information**

**Compliance Objective 24:**Institutionalize, within the framework of ICS, Public Information, [e.g., Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident/planned event.

**24.1 Do emergency plans, within the framework of ICS, include processes and procedures for Public Information during incidents/planned events as appropriate?**
○ Yes
○ No

**Can Public Information establish a JIS during incidents/planned events, as appropriate?**
○ Yes
○ No

**Can Public Information establish a JIC during incidents/planned events, as appropriate?**
○ Yes
○ No

**Can Public Information identify individuals to serve as Public Information Officers (PIOs) during an incident/planned event, as appropriate?**
○ Yes
○ No

Notes:

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## Command and Management

**Public Information: Ensure information is gathered, verified, coordinated and disseminated**

Compliance Objective 25: Ensure that Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.

25.1 During an incident/planned event can the Public Information system:

|  | Yes | No |
|---|---|---|
| Gather information | ○ | ○ |
| Verify information | ○ | ○ |
| Coordinate information | ○ | ○ |
| Disseminate information | ○ | ○ |

Notes:

[                                                                    ]

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