

FY 2010 NIMS Implementation Objectives and Metrics for Federal Departments and Agencies

Introduction

Homeland Security Presidential Directive 5 (HSPD-5) *Management of Domestic Incidents* called for the establishment of a single, comprehensive national incident management system. As a result, the U.S. Department of Homeland Security released the National Incident Management System (NIMS) in March 2004. NIMS provides a systematic, proactive approach guiding departments and agencies at all levels of government, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life, property, and harm to the environment. This consistency provides the foundation for implementation of the NIMS for all incidents, ranging from daily occurrences to incidents requiring a coordinated Federal response. The NIMS document, as revised in 2008, reflects contributions from stakeholders and lessons learned during recent incidents.

Federal departments and agencies play an important role in ensuring effective NIMS implementation; not only must they implement NIMS within their departments and agencies, they must also ensure that the systems and processes are in place to communicate and support NIMS compliance at all jurisdictional levels.

The long-term goal of NIMS is to provide a consistent template for all aspects of emergency management and incident response. This template should be sustainable, flexible, and scalable to meet changing incident needs and allow for integration of other resources from various partners through mutual aid agreements and/or assistance agreements.

Federal NIMS Implementation

In 2004, a memorandum to the departments and agencies from the Secretary of U.S. Department of Homeland Security recommended departments and agencies to adopt the NIMS and use it in their individual domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation activities. Since that time, the FEMA National Integration Center (NIC) has engaged its Federal stakeholders to expand on this foundation and add additional activities—each developed to enhance the way that incidents are managed at all levels of government.

Specifically, this memorandum outlined the following important first-steps for the successful implementation of the NIMS:

1. Identify existing or anticipated FY 2005 Federal preparedness assistance programs

HSPD-5 established ambitious deadlines for NIMS adoption and implementation, including the requirement that, beginning in Fiscal Year 2005, Federal departments and agencies make adoption of the NIMS a requirement, to the extent permitted by law, for providing Federal preparedness assistance through grants, contracts, or other activities. FY 2005 was a start up year for NIMS implementation and full compliance with the NIMS was not required for grantees to receive FY 2005 grant funds. Grantees were encouraged to direct preparedness assistance (beginning in FY 2005) to implementing the NIMS (in accordance with the eligibility and allowable uses of the grants).

Also, Federal departments and agencies were asked to identify any existing or anticipated programs that provide preparedness assistance (*grants or contracts that contribute to building preparedness and response capabilities*) to States and local entities along with a point of contact and contact information for each program.

2. Submit a plan for adopting and implementing the NIMS

By December 31, 2004, the head of each Federal department and agency was required to submit a plan to adopt and implement the NIMS. The Assistant to the President for Homeland Security reviewed plans and advised the President on whether such plans effectively implement the NIMS. Federal department and agency plans must reflect full adoption and implementation of the NIMS by September 30, 2005.

3. Incorporate the NIMS into Emergency Operations Plans

All department and agencies were immediately to incorporate NIMS concepts, principles, and terminology into existing Emergency Operations Plan (EOP), Comprehensive Emergency Management Plan (CEMP), or other similar plans.

Federal NIMS Implementation in FY 2010

In FY 2010, there are 22 Implementation Objectives for Federal Departments and Agencies (reference Attachment 1). Beginning in FY 2010, Federal departments and agencies can measure progress of NIMS implementation through responses to performance-based "metrics". The NIC coordinated a Federal work group in 2006-2007, which crafted the NIMS Implementation Metrics. (reference Attachment 2). Additionally, NIC will expand its NIMS Compliance Assistance Support Tool (NIMSCAST) to incorporate both federal department users and accounts. As with State, territory, tribe, and local governments, the NIMSCAST provide Federal departments and agencies with a way to collect and report data relating to NIMS implementation. NIC will analyze this data to help shape the future of its NIMS implementation at the federal level.

The breakdown of NIMS Implementation Objectives and Metrics, by NIMS component, is as follows:

Summary				
NIMS Component	Objectives	Me tric s		
Adoption and Infrastructure	1-6	1-15		
Preparedness [Planning, Training, Exercises]	7-12	16-25		
Communication and Information Management	13-14	26-28		
Resource Management	15-17	29-31		
Command and Management [ICS/MACS/Public Information]	18-22	32-40		

Attachment 1: NIMS Implementation Objectives

The 22 Implementation Objectives for Federal Departments and Agencies are below:

NIMS Implementation Objective

Adoption

- 1. Formally adopt NIMS within Federal department/agency and encourage formal NIMS adoption as appropriate by external partners (trade associations, private sector partners, contractors, grantees, and vendors) with incident management responsibilities.
- 2. Designate a single point of contact within the department/agency to serve as the principal coordinator for NIMS implementation.
- 3. Promote or encourage other external partners and stakeholders without formal or legal agreements to adopt NIMS formally.
- 4. Develop a phased NIMS Implementation Plan for each specific department/agency.
- 5. Annually verify department/agency progress on NIMS implementation.
- 6. To the extent permissible by Federal laws and regulations, incorporate measurement of NIMS implementation into existing department/agency audits and reviews of incident management preparedness funding (e.g., grants, future year contracts).

Preparedness

- 7. Revise and update department/agency incident management plans and standard operating procedures/standard operating guidelines to incorporate NIMS components, terminology, principles, and policies.
- 8. Promote the department/agency, non-governmental and private sector use of cooperative agreements (e.g. Mutual Aid Agreements, Memorandums of Understanding/Agreement, Letters of Agreement, and Interagency Agreements).
- 9. Implement NIMS training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, released February 2008) and in accordance with their incident management responsibilities.
- Incorporate NIMS into all applicable department/agency incident management exercises and evaluation programs (e.g., the Homeland Security Exercise and Evaluation Program (HSEEP).
- 11. Evaluate the implementation of NIMS in all department/agency incident management exercises to identify gaps in implementation.
- 12. Incorporate NIMS corrective actions into department/agency preparedness/response plans and procedures.

Communication and Information Management

- 13. As appropriate, apply standardized and consistent terminology, including the use of plain language, in all department/agency communication protocols and/or plans for incident management and planned events.
- 14. Develop systems, tools, and processes to ensure that incident managers at all levels share a common operating picture of an incident. (e.g. use of the Homeland Security Information Network.)

Resource Management

- 15. Develop a department/agency inventory of incident management assets and identify those assets that conform to NIMS Resource Type Definitions.
- 16. Utilize response asset inventory for mutual aid/assistance requests, exercises, incident management, and planned events.
- 17. To the extent permissible by Federal law, incorporate relevant national standards to

	NIMS Implementation Objective
	achieve equipment, communication, and data interoperability into existing department/agency business practices and procedures.
	Command and Management
18.	Manage all interagency emergency incidents and planned events in accordance with Incident Command System (ICS) organizational structures, doctrine, and procedures defined in NIMS.
19.	Use ICS in department/agency Incident Action Plans (IAPs) and common communications plans.
20.	Coordinate and support emergency incident and event management through Multiagency Coordination Systems (MACS).
21.	Establish a Public Information system within the department/agency to include Joint Information System and Joint Information Center.
22.	Ensure department/agency can gather, verify, coordinate, and disseminate critical Public Affairs information during an incident.

Attachment 2: Implementation Metrics

Key assumptions regarding Federal NIMS implementation metrics aggregation are:

- 1. Each Department/Agency will assign a Principal NIMS Coordinator (PNC) (*Example: Principal NIMS Coordinator for the Department of Justice*).
- 2. Principal NIMS Coordinators will be responsible for:
 - Implementing the NIMS;
 - Identifying components with incident management responsibilities;
 - Distributing NIMS metrics questions to components with incident management responsibilities;
 - Aggregating responses from Department/Agency and its components; and
 - Reporting the status of Department/Agency NIMS implementation activities to FEMA's National Integration Center.
- 3. Each Department/Agency's components will assign a NIMS Coordinator (*Example: NIMS Coordinator for the ATF, DEA, FBI, or U.S. Marshals Service*)
- 4. Component NIMS Coordinator (CNC) will be responsible for:
 - Implementing the NIMS;
 - Identifying sub-components with incident management responsibilities;
 - Distributing NIMS metrics questions to sub-components with incident management responsibilities;
 - Aggregating responses from Department/Agency Component and its subcomponents; and
 - Reporting the status of Department/Agency Component NIMS implementation activities to the Department/Agency Principal NIMS Coordinator

Each question is coded to indicate at what level the question should be answered.

- (PNC): Question answered by Department/Agency Principal NIMS Coordinator on behalf of the Department/Agency
- (CNC): Question answered by Department/Agency sub-component unit NIMS Coordinator(s) and compiled by Department/Agency Principal NIMS Coordinator

NIMS Adoption Metrics		
 IMPLEMENTATION OBJECTIVE #1 Formally adopt NIMS within Federal department/agency. Encourage formal NIMS adoption as appropriate by external partners (trade associations, private sector partners, contractors, grantees, and vendors) with incident management responsibilities. 	Rationale for asking the question at the indicated level.	
 1. Has the department/agency formally adopted NIMS as its all-hazards, incident management system? (PNC) (CNC) [] Yes [] No If "Yes," what authority was used to adopt NIMS: [Check all that apply.] [] Executive Level Policy Statement [] Proclamation [] Resolution [] Other authority, explain: []] If "No," which of the following impedes adoption: [Check all that apply.] [] Plans [] Policy [] Personnel [] Personnel [] Funding [] Other, explain: []] 	The PNC should answer this question because NIMS is typically adopted department-wide. However, some CNCs should answer this question because they have a unique and/or independent status (e.g., U.S. Coast Guard).	
 2. Has the department/agency issued a NIMS adoption policy for all internal stakeholders with incident management responsibilities? (PNC) (CNC) [] Yes [] No If "Yes," explain: [] If "No," explain: []] 	The PNC should answer this question because the NIMS adoption policy is typically top-down and department-wide. However, some Components should answer this question because they have a unique and/or independent status (e.g., U.S. Coast Guard).	

las the department/agency notified e vendors) with incident management [] Yes [] No					The CNC should answer this question because this activity is typically carried out by Department/Agency
• If "Yes," explain: []				Component and may no
• If "No," explain: []		be an overall Department/Agency activity.		
lave the department/agency externa system? (CNC)	I partners formally add	opted NIMS as appro	opriate as their all-h	azards, incident managem	ient
		Yes	No	Not Applicable	
Contractors		[]	[]	[]	
If "No," explain: []				
Grantees		[]	[]	[]	The CNC should answe
If "No," explain: []				this question because this activity is typically carried out by a
Vendors		[]	[]	[]	Department/Agency Component(s) and may
If "No," explain: []				not be an overall Department/Agency activity.
Other, identify: []	[]	[]	[]	
If "No," explain: []				
 Which of the following impedes Plans Policy Personnel Funding 	adoption: [Check all	that apply.]			

[] Other, explain: []	
 5. To what extent does the department/agency monitor external partners with incident management response duties to ensure that they have adopted NIMS: [Select current level of effort.] (CNC) [] No effort has been made towards monitoring external stakeholders [] Monitoring procedures have been developed, but external stakeholders have NOT been monitored [] External stakeholders have been monitored, and monitoring is ongoing 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

IMPLEMENTATION OBJECTIVE #2:	Rationale for asking the
Designate a single point of contact within the department/agency to serve as the principal coordinator for NIMS	question at the
implementation.	indicated level.
 6. Has the department/agency designated a single point of contact as the principal coordinator for NIMS implementation? (CNC) Yes No If "Yes," who has been designated? (Name, Title, Email Address, Phone Number, and Mailing Address) What was the date of appointment? (MM/DD/YYYY) If "No," when will the department/agency designate a single point of contact for NIMS implementation? (MM/DD/YYYY) Which of the following impedes designating a single point of contact for NIMS implementation: [Check all that apply.] Plans Policy Personnel Funding Training Education 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

IMPLEMENTATION OBJECTIVE #3: To the extent possible, promote and encourage formal adoption of NIMS to appropriate external partners and stakeholders without formal or legal agreements to formally adopt NIMS.	Rationale for asking the question at the indicated level.
 7. Has the department/agency promoted and encouraged NIMS adoption? (CNC) [] Yes [] No If "Yes," identify the methods used to promote and encourage NIMS adoption: [Check all that apply.] [] Press Release [] Email [] Website [] Mailings (e.g., newsletters, letters, etc.) [] Meetings (e.g., committees, conferences, working groups, etc.) [] Newsletter [] Article [] Other, explain: []] If "No," identify which of the following impedes promoting and encouraging NIMS adoption: [Check all that apply.] [] Plans [] Policy [] Personnel [] Funding 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.
[] Education [] Other, explain: []]	

IMPLEMENTATION OBJECTIVE #4: Develop a phased NIMS Implementation Plan: • Communicate NIMS implementation activities to internal and external stakeholders; • Monitor NIMS implementation by department/agency; • Measure NIMS implementation by department/agency; • Report department/agency NIMS implementation status on an annual basis to the FEMA National Integration Center; and • Update implementation plans as needed.	Rationale for asking the question at the indicated level.
 8. Has the department/agency developed a NIMS Implementation Plan that communicates NIMS implementation activities to <i>internal</i> stakeholders? (PNC) [] Yes [] No If "Yes," which method is or will be used to communicate NIMS implementation activities to <i>internal</i> stakeholders: [Check all that apply.] [] Meetings (e.g., committees, conferences) [] Mailings (e.g., newsletters, letters) [] Exercise [] Education [] Other methods used to communicate NIMS implementation activities, explain: []] If "No," which of the following impedes the communication of NIMS implementation activities to <i>internal</i> stakeholders: [Check all that apply.] I] Plans [] Plans [] Policy [] Personnel [] Funding [] Exercise [] Education [] Personnel [] Funding [] Exercise [] Education [] Other, explain: []] 	The PNC should answer this question because this activity is typically carried out by overall Department/Agency activity.

 9. Has the department/agency developed a NIMS Implementation Plan that communicates NIMS Implementation Objectives to external stakeholders? (CNC) [] Yes [] No If "Yes," which method is or will be used to communicate NIMS implementation activities to external stakeholders: [Check all that apply.] [] Meetings (e.g., committees, conferences) [] Mailings (e.g., newsletters, letters) [] Other methods used to communicate NIMS implementation activities, explain: []] If "No," which of the following impedes the communication of NIMS implementation activities to external stakeholders: [Check all that apply.] If "No," which of the following impedes the communication of NIMS implementation activities to external stakeholders: [Check all that apply.] If "No," which of the following impedes the communication of NIMS implementation activities to external stakeholders: [Check all that apply.] If "No," which of the following impedes the communication of NIMS implementation activities to external stakeholders: [Check all that apply.] If "Policy [] Personnel [] Funding [] Exercise [] Education [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.
 10. Has the department/agency developed a NIMS Implementation Plan that monitors internal NIMS implementation activities? (PNC) [] Yes [] No If "Yes," explain the method that is or will be used by the department/agency to monitor internal NIMS implementation: [Narrative.] If "No," which of the following impedes the department/agency from monitoring internal NIMS implementation activities: [Check all that apply.] [] Plans [] Personnel [] Funding [] Exercise [] Education [] Other, explain: []] 	The PNC should answer this question because monitoring the NIMS implementation activities is typically a top-down effort.

 11. Has the department/agency developed a NIMS Implementation Plan that measures NIMS implementation activities by internal stakeholders? (PNC) [] Yes [] No If "Yes," explain the method that is or will be used by the department/agency to measure NIMS implementation by internal stakeholders: [Narrative.] If "No," which of the following impedes measuring NIMS implementation activities by internal stakeholders: [Check all that apply.] [] Plans [] Policy [] Personnel [] Funding [] Training [] Education [] Other, explain: []] 	The PNC should answer this question because monitoring the NIMS implementation activities is typically a top-down effort.
 12. Has the department/agency maintained the currency of its NIMS Implementation Plan? (PNC) [] Yes [] No 	The PNC should answer this question because updating the department/agency's NIMS implementation status is typically a top- down effort.
 13. Has the department/agency reported its department/agency's implementation status to the FEMA's National Integration Center? (PNC) [] Yes [] No If "Yes," which method is or will be used to report the department/agency's implementation status: [Check all that apply.] [] Common Network Drive [] Courrier [] Email [] NIMS Compliance Assistance Support Tool (NIMSCAST) [] Other, explain: []] 	The PNC should answer this question because reporting to the NIC on NIMS implementation status is typically a top- down effort.

 If "No," which of the following impedes the annual reporting of the department/agency's NIMS implementation status: [Check all that apply.] 	
 [] Plans [] Policy [] Personnel [] Funding [] Exercise [] Education [] Other, explain: []] 	

LEMENTATION OBJECTIVE #5: nually verify department/agency progress on FY 2005 NI • Identify existing FY 2005 Federal Preparedness Awar • Submit a plan for adopting and implementing the NIN • Identify and incorporate the NIMS into Emergency Op	ds programs. IS to the NIC.		t management plans.	Rationale for asking the question at the indicated level.
Has the department/agency verified the status of FY 2005 N	NMS implementation	on activities, including:	(CNC)	
	Yes	No]	
Identifying existing or anticipated preparedness assistance programs	[]	[]		The CNC should
If "No," explain: []				answer this question because this activity is typically carried out by
Submitting a plan for adopting and implementing the NIMS to the NIC	[]	[]		a Department/Agency Component(s) and may
If "No," explain: []				not be an overall Department/Agency activity.
Updating Emergency Operations Plans (EOPs) to incorporate NIMS	[]	[]		activity.
If "No," explain: []				

PLEMENTATION OBJECTIVE #6: the extent permissible by Federal laws and regulations partment/agency audits and reviews of incident manag	isting Rationale for asking the question at the indicated level.			
Has the department/agency: (CNC)				
	Yes	No	No Preparedness Awards	The CNC should answe
Verified NIMS compliance as a condition for distribution of preparedness funding	[]	[]	[]	this question because this activity is typically
If "No," explain: []				carried out by a Department/Agency Component(s) and may
Evaluated NIMS implementation and compliance during grant-related audit and review processes	[]	[]	[]	not be an overall Department/Agency
If "No," explain: []				activity.

Preparedness Metrics

			Prepare	eanes	s metrics	
	nent/agency in				dard Operating Procedures/Standard logy, principles, and policies, to address the	
 Planning; Training; Resource Management; Response; Exercises; Equipment; Evaluations; and Corrective actions. 						Rationale for asking the question at the indicated level.
16. Have the following incident principles, and policies: (CI				updated to i	ncorporate NIMS components, terminology,	
Planning	[]]]		The CNC should answer
Training	[]]]		this question because this activity is typically
Response Activities	[]]]		carried out by a Department/Agency
Exercises	[]] []		Component(s) and may not be an overall
Equipment Acquisition	[]] []		Department/Agency activity.
Evaluations	[]]]		
Corrective Actions	[]]]		

To what extent have the following management plans and SOPs/SO	this question because			
	Not Incorporated	Partially Incorporated	Fully Incorporated	this activity is typically carried out by a Department/Agency
Flexibility	[]	[]	[]	Component(s) and may
Scalability	[]	[]	[]	not be an overall
Standardization	[]	[]	[]	Department/Agency
Interoperability & Compatibility	[]	[]	[]	activity.

MPLEMENTATION OBJECTIVE 8: Promote the department/agency, non-governmental and private Agreements, Memorandums of Understanding/Agreement, Lette	Rationale for asking the question at the indicated level.				
 What actions have been taken to determine the level of participation apply.] (CNC) 					
	Yes	No	No Cooperative Agreement		
Identified existing agreements within the department/agency	[]	[]	[]		
If "No," explain: []					
Identified existing agreements with other departments/agencies	[]	[]	[]		The CNC should answer this question because
If "No," explain: []					this activity is typically carried out by a
Identified existing agreements between the department/agency and external stakeholders (contractors, grantees, and vendors)	[]	[]	[]		Department/Agency Component(s) and may not be an overall Department/Agency
If "No," explain: []					activity.
Performed a gap analysis to determine areas of deficiency related to all cooperative agreements	[]	[]	[]		
If "No," explain: []					
Established a dialogue with stakeholders to reduce the gaps in cooperative agreements	[]	[]	[]		
If "No," explain: []					

 Which of the following impedes the 	e department/agency's participation in cooperative agreements: [Check all that apply.]	
[] Plans [] Policy		
[] Training [] Organization		
[] Personnel [] Funding		
[] Other, explain: []	

IMPLEMENTATION OBJECTIVE 9: Implement the following NIMS training to include appropriate personnel (as identified in the Five-Year NIMS Training Plan, released February 2008) and in accordance with their incident management responsibilities: IS-700a National Incident Management Systems, An Introduction IS-800b National Response Framework, An Introduction ICS-100: Introduction to the Incident Command System (ICS) ICS-200: ICS for Single Resources and Initial Action Incidents ICS-300: Intermediate ICS For Expanding Incidents ICS-400: Advanced ICS ICS-402: ICS for Executives and Senior Officials	Rationale for asking the question at the indicated level.
 19. Does the department/agency coordinate its incident management training with the NIMS Five-Year Training Plan? (CNC) [] Yes [] No If "No," which of the following impedes coordination of the department/agency's incident management training with the NIMS National Standard Curriculum: [Check all that apply.] [] Plans [] Policy [] Training [] Organization [] Personnel [] Funding [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

	Entry-level	First-line	applicable.] (CNC)		Personnel trained	
	personnel	supervisors	Middle management	Executives	as ICS trainers	The CNC should answ
IS-700	[/]	[/]	[/]	[/]	[/]	this question because this activity is typical
IS-800	[/]	[/]	[/]	[/]	[/]	carried out by a Department/Agency
ICS-100	[/]	[/]	[/]	[/]	[/]	Component(s) and manual not be an overall
ICS-200	[/]	[/]	[/]	[/]	[/]	Department/Agency activity.
ICS-300	[/]	[/]	[/]	[/]	[/]	
ICS-400	[/]	[/]	[/]	[/]	[/]	
ICS-402				[/]		
ovide NIMS tr Which of tl [] Pla [] Pol [] Tra [] Org	aining: (CNC) ne following impedes ns icy	-	ilities, Internet Training, Cla			The CNC should ansy this question because this activity is typical carried out by a Department/Agency Component(s) and m not be an overall Department/Agency activity.

IMPLEMENTATION OBJECTIVE 10: Incorporate NIMS into all applicable department/agency incident management exercises and evaluation programs (e.g., the Homeland Security Exercise and Evaluation Program (HSEEP).	Rationale for asking the question at the indicated level.
 22. Does the department/agency incorporate NIMS in an exercise and evaluation program (e.g., the Homeland Security Exercise and Evaluation Program (HSEEP))? (CNC) [] Yes [] No If "No," which of the following impedes the use of NIMS in an exercise and evaluation program (e.g., the Homeland Security Exercise and Evaluation Program (HSEEP)): [Check all that apply.] [] Plans [] Policy [] Personnel [] Funding [] Exercise [] Training 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.
[] Education [] Other, explain: []]	

Drills	Tabletop Exercises	Functional Exercises	Full-Scale Exercises	Other	
[]	[]	[]	[]	[]	The CNC should an this question beca this activity is typic
apply.] [] Plans [] Policy					not be an overall Department/Agency activity.

IMPLEMENTATION OBJECTIVE 11: Evaluate the implementation of NIMS in all department/agency incident management exercises to identify gaps in implementation.	Rationale for asking the question at the indicated level.
 24. Does the department/agency evaluate the implementation of NIMS in all incident management exercises? (CNC) [] Yes [] No If "No," explain: []] Which of the following impedes the evaluation of NIMS implementation in all incident management exercises: [Check all that apply.] [] Plans [] Policy [] Personnel [] Funding [] Education [] Training [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

IMPLEMENTATION OBJECTIVE 12: Incorporate corrective actions into department/agency preparedness/response plans and procedures.	Rationale for asking the question at the indicated level.
25. Does the department/agency incorporate corrective actions (e.g., after action reports, and/or lessons learned) in the following areas: [Check all that apply.] (CNC) [] Preparedness plans [] Response plans [] Response procedures [] Recovery plans and procedures [] None, explain: []]] • Which of the following impedes incorporating corrective actions in preparedness/response plans and procedures: [Check all that apply.] • Which of the following impedes incorporating corrective actions in preparedness/response plans and procedures: [Check all that apply.] • Which of the following impedes incorporating corrective actions in preparedness/response plans and procedures: [Check all that apply.] [] Plans [] Plans [] Personnel [] Funding [] Education [] Training [] Other, explain: []]]	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

Communication and Information Management Metrics					
IMPLEMENTATION OBJECTIVE #13: Apply standardized and consistent terminology, including the use of plain language, in all department/agency communication protocols and/or plans for incident management and planned events.	Rationale for asking the question at the indicated level.				
 26. Does the department/agency apply standardized and consistent terminology in all communication protocols and/or plans for incident management and planned events? (CNC) [] Yes [] No If "No," which of the following impedes the application of standardized and consistent terminology in all communication protocols and/or plans for incident management and pre-planned (recurring/special) events: [Check all that apply.] [] Plans [] Pelans [] Policy [] Personnel [] Training [] Exercise [] Education [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.				

	Yes	No
Exercises	[]	[]
If "No," explain: []	
Incidents	[]	[]
If "No," explain: []	
Daily Operations	[]	[]
If "No," explain: []	

27. Does the department/agency use plain language in all department/agency incident management communications for:

The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

n incident. (e.g. use of the Homeland Sec	urity Information Netv	work.)	els share a common operating picture of	Rationale for asking t question at the indicated level.
Does the department/agency have a system	, tool, and/or process to	o snare a common	operating picture: (CNC)	
	Yes	No		
System	[]	[]		
If "Yes," identify the system: [If "No," explain: []]	<u>.</u>		The CNC should ans this question becaus this activity is typica
Tool	[]	[]		carried out by a Department/Agency
If "Yes," identify the tool: [If "No," explain: [1			Component(s) and m not be an overall Department/Agency
Process	[]	[]		activity.
 If "Yes," identify the process: [If "No," explain: []			

Resource Management Metrics			
IMPLEMENTATION OBJECTIVE #15: Develop a department/agency inventory of incident management assets and identify those assets that conform to NIMS Resource Typing definitions (maintained by National Integration Center).	Rationale for asking the question at the indicated level.		
 29. Has the department/agency developed an inventory of its incident management assets? (CNC) Yes No If "Yes," does the inventory of incident management assets conform to NIMS Resource Typing definitions maintained by FEMA's National Integration Center? Yes No If "No," explain: [] Which of the following impedes developing an incident management inventory that conforms to NIMS Resource Typing definitions: [Check all that apply.] [] Plans [] Policy [] Personnel [] Equipment [] Training [] Funding [] Education [] Other, explain: [] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.		

PLEMENTATION OBJECTIVE #16:	ercises, incident manag	ement, and planned	events.	Rationale for asking the question at the indicate level.
. Does the department/agency utilize the re	esponse asset inventory fo	r:		
	Yes	No]	
Exercises	[]	[]		The CNC should answe
If "Yes," how?: [If "No," explain: []			this question because this activity is typically carried out by a
Mutual Aid/ Assistance Requests	[]	[]		Department/Agency Component(s) and may
If "Yes," how?: [If "No," explain: []			not be an overall Department/Agency activity.
Planned Events	[]	[]		
If "Yes," how?: [If "No," explain: []			

PLEMENTATION OBJECTIVE the extent permissible by Fe a interoperability are incorp	Rationale for asking the question at the indicated level.				
To what extent are national s	tandards incorporated into c	lepartment/agency bus Partially Incorporated	siness practices and proce Fully Incorporated	dures for: (CNC)	
Equipment	[]	[]	[]		
Communications	[]	[]	[]		The CNC should answer this question because
Data	[]	[]	[]		this activity is typically
 Which of the following im apply.] Plans Policy Personnel Equipment Training Exercise Funding Education Other, explain: [pedes incorporating nationa	I standards into busine	ess practices and procedu	res: [Check all that	carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

Command and Management Metrics			
IMPLEMENTATION OBJECTIVE #18: Manage all interagency emergency incidents and planned events in accordance with Incident Command System (ICS) organizational structures, doctrine, and procedures, as defined in the NIMS.	Rationale for asking the question at the indicated level.		
 32. Does the department/agency manage all task-level, interagency emergency incidents and preplanned (recurring/special) events in accordance with ICS organizational structures, doctrine and procedures, as defined in the NIMS? (CNC) [] Yes [] No [] Not Applicable If "No," which of the following impedes the management of all task-level, interagency emergency incidents and preplanned (recurring/special) events in accordance with ICS organizational structures, doctrine and procedures, as defined in the NIMS: [Check all that apply.] [] Plans [] Personnel [] Funding [] Education [] Training [] Exercise [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.		

IMPLEMENTATION OBJECTIVE #19: Use ICS in department/agency Incident Action Plans (IAPs) and common communications plans.	Rationale for asking the question at the indicated level.
 33. Does the department/agency use IAPs, as prescribed in NIMS, during incident management? (CNC) [] Yes [] No [] Not Applicable If "No," which of the following impedes the use of IAPs by the department/agency during incident management activities: [Check all that apply.] [] Plans [] Personnel [] Funding [] Education [] Training [] Exercise [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.
 34. Does the department/agency use common communication plans, as prescribed in NIMS, during incident management? (CNC) [] Yes [] No [] Not Applicable If "No," which of the following impedes the use of common communication plans by the department/agency during incident management activities: [Check all that apply.] [] Plans [] Personnel [] Funding [] Education [] Training [] Exercise [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

		Yes	No	
Designation of measurable objectives		[]	[]	
 If "No," explain: []		•	The CNC should
Designation of command staff positions		[]	[]	this question bec
 If "No," explain: []			carried out by a Department/Ager
Manageable span of control		[]	[]	Component(s) an not be an overall
 If "No," explain: []			Department/Agen activity.
Clear chain of command		[]	[]	
 If "No," explain: []			
Use of plain language		[]	[]	
 If "No," explain: []			

	Yes	No	
Jse of communications equipment and facilities assigned to the incident	[]	[]	
 If "No," explain: [
nstallation of and testing of all communications equipment	[]	[]	The CNC should answer this question because
 If "No," explain: [this activity is typically carried out by a
Supervision and operation of the incident communications	[]	[]	Department/Agency Component(s) and may
 If "No," explain: [not be an overall Department/Agency
Distribution and recovery of communications equipment assigned to incident personnel	[]	[]	activity.
If "No," explain: []			
Maintenance and repair of communications equipment on site	[]	[]	
 If "No," explain: [] 			

	PLEMENTATION OBJECTIVE #20: ordinate and support emergency incident and event management thro	Rationale for asking the question at the indicated level.		
37.	Does the department/agency use Multiagency Coordination Systems for: (
		Yes	No	-
	Preplanned (Recurring/Special) Events	[]	[]	-
	 If "Yes," explain how a MACS has been successfully used to mana 	age preplanned events: []	
	Incident-specific Hazards	[]	[]	
	 If "Yes," explain how a MACS has been successfully used to mana 	age incident-specific hazards:	:[]]	The CNC should answer this question because
	No-notice Events	[]	[]	this activity is typically carried out by a
	 If "Yes," explain how a MACS has been successfully used to mana 	age no-notice events: []	Department/Agency Component(s) and may
	Specific Events	[]	[]	not be an overall Department/Agency
	 If "Yes," explain how a MACS has been successfully used to spec 	ific events: []	activity.
	Coordinating with State/Territorial Emergency Operations Centers (EOCs)			
	 If "Yes," explain how a MACS has been successfully used to come Operations Centers (EOCs): 	municate with State/Territoria	I Emergency	
	Coordinating with Multiagency Coordination Entities			
	 If "Yes," explain how a MACS has been successfully used to comp] 	municate with Multiagency Co	oordination Entities: [

 Which of the following impedes the department/agency from establishing a MACS: [Check all that apply.] 	
[] Plans	
[] Policy	
[] Training	
[] Organization	
[] Personnel [] Funding	
[] Other impediments, explain: []]	
38. Which of the following functions is coordinated by the department/agency's MACS: [Check all that apply.] (CNC)	The CNC should answer this question because
[] Situation assessment	this activity is typically
[] Critical resource acquisition and allocation	carried out by a
[] Tribal/local, state/territory, and Federal disaster coordination	Department/Agency
[] Coordination with elected and appointed officials	Component(s) and may
[] Coordination of summary information	not be an overall
[] Incident priority determination	Department/Agency
[] Other functions coordinated by the department/agency's MACS, explain: []]	activity.

IMPLEMENTATION OBJECTIVE #21: Establish a Public Information system within the department/agency to include Joint Information System (JIS) and a Joint Information Center (JIC).	Rationale for asking the question at the indicated level.
 39. Has the department/agency's established Public Information to include a Joint Information System (JIS) and a Joint Information Center (JIC) as incidents dictate? (CNC) [] Yes [] No If "Yes," how many individuals are trained in using Publication Information [] out of a total of []? If "No," explain: []] Which of the following impedes the establishment of Public Information to include a Joint Information System (JIS) and a Joint Information Center (JIC) as incidents dictate: [Check all that apply.] [] Plans [] Personnel [] Funding [] Education [] Training [] Other, explain: []] 	The CNC should answer this question because this activity is typically carried out by a Department/Agency Component(s) and may not be an overall Department/Agency activity.

IMPLEMENTATION OBJECTIVE #22: Ensure Public Information system can gather, an incident.	rmation during			
40. During an incident/planned event can the departmer Gather information Verify information Coordinate information Disseminate information	nt/agency public information s Yes [] [] [] []	system: No [] [] [] []	The CNC should answ this question because this activity is typicall carried out by a Department/Agency Component(s) and ma not be an overall Department/Agency activity.	ie Ily