



Position Qualification for Public Information and Warning
Incident Management

PUBLIC INFORMATION OFFICER (NQS)

RESOURCE CATEGORY	Incident Management
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Public Information Officer (PIO) disseminates community information to the public
COMPOSITION AND ORDERING SPECIFICATIONS	<ol style="list-style-type: none"> 1. This position can be ordered as a single resource or in conjunction with a NIMS typed team (Incident Management Team). 2. Requestor specifies any additional qualifications necessary based on incident complexity and needs 3. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
DESCRIPTION	Same as Type 2, PLUS: Conducts public information and external affairs activities in complex and protracted operations involving Federal, state, and regional assets	Same as Type 3, PLUS: <ol style="list-style-type: none"> 1. Interfaces with Public Information Officer (PIO) from other agencies and jurisdictions to ensure the release of accurate information to the public and media 2. Develops and implements a transition plan based on escalating incident complexity 	The PIO: <ol style="list-style-type: none"> 1. Collects, verifies, prepares, coordinates, and disseminates community information to the public through the news media, radio, newspaper, and social media 2. Interfaces with the public, media, other agencies, and stakeholders to provide information and updates based on changes in incident status 3. Uses information from other members of the Incident Management Team (IMT), EOC staff, and general staff to develop accurate, accessible, and complete information on the incident's cause, size, current situation, resources committed, and other matters of general interest for both internal and external audiences 4. Monitors public information to ensure accuracy 5. Provides active liaison and information sharing with elected and appointed officials 6. Establishes a Joint Information Center (JIC) and Joint Information System (JIS) as necessary 	Not Specified
EDUCATION	Not Specified	Not Specified	Not Specified	Not Specified



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COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
TRAINING	Same as Type 2	Same as Type 3, PLUS: E/L 0388: Advanced Public Information Officer Course	Completion of the following: 1. IS-0029: Public Information Officer Awareness 2. IS-100: Introduction to the Incident Command System, ICS-100 3. IS-200: Basic Incident Command System for Initial Response, ICS-200 4. ICS-300: Intermediate Incident Command System for Expanding Incidents 5. ICS-400: Advanced Incident Command System for Command and General Staff - Complex Incidents 6. IS-700: National Incident Management System, An Introduction 7. IS-702.a: National Incident Management System Public Information Systems 8. IS-800: National Response Framework, An Introduction 9. IS-2900: National Disaster Recovery Framework (NDRF) Overview 10. E/L 0952: National Incident Management System Incident Command System All-Hazards Public Information Officer Course, or equivalent 11. E/G/L 0191: Emergency Operations Center/Incident Command System Interface 12. United States Fire Administration (USFA) 0305: Type III All-Hazards Incident Management Team Course	1. Identified equivalent trainings should meet or exceed course learning objectives. 2. For Type 2, recommend National Wildfire Coordinating Group (NWCG) S-420: Command and General Staff training or an equivalent team training. 3. For Type 1, recommend NWCG S-520: Advanced Incident Management training or equivalent team training.
EXPERIENCE	Same as Type 2, PLUS: 1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the NIMS Type 1 Public Information Officer, or equivalent Authority Having Jurisdiction (AHJ) documentation 2. Successful performance as a National Incident Management System (NIMS) Type 2 Public Information Officer	Same as Type 3, PLUS: 1. Successful completion of the NQS PTB for the NIMS Type 2 Public Information Officer, or equivalent AHJ documentation 2. Successful performance as a NIMS Type 3 Public Information Officer	1. Successful completion of the NQS PTB for the NIMS Type 3 Public Information Officer, or equivalent AHJ documentation 2. Experience in incident management in a subordinate position	Not Specified
PHYSICAL/MEDICAL FITNESS	Same as Type 2	Same as Type 3	Light	The NIMS Guideline for the NQS defines Physical/Medical Fitness levels for NQS positions.



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COMPONENT	TYPE 1	TYPE 2	TYPE 3	NOTES
CURRENCY	Same as Type 2	Same as Type 3	Functions in this position during an operational incident, planned event, exercise, drill, or simulation at least once every three years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified	Not Specified	Not Specified



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NOTES

Nationally typed resources represent the minimum criteria for the associated category.

REFERENCES

1. FEMA, NIMS 508: Incident Management Team
2. FEMA, National Qualification System (NQS) Position Task Book for Public Information Officer, latest edition adopted
3. FEMA, National Incident Management System (NIMS), October 2017
4. FEMA, NIMS Guideline for the NQS, November 2017
5. FEMA, National Response Framework, June 2016