

INCIDENT MANAGEMENT TEAM

DESCRIPTION	An Incident Management Team (IMT) provides incident management or support during incidents or events that exceed a jurisdiction's or agency's capability or capacity. Teams may include members of local, state, tribal, territorial, and Federal entities; Nongovernmental Organizations (NGO); and private sector organizations. Teams encompass various agencies and jurisdictions.		
RESOURCE CATEGORY	Incident Management	RESOURCE KIND	Team

Superseded



**OVERALL
FUNCTION**

The IMT:

1. Deploys to manage emergency responses, incidents, or planned events requiring a higher capability or capacity level than the requesting jurisdiction or organization can provide
2. Assists with incident management activities during all-hazards events, including natural and human-caused events, as well as planned events
3. Assumes management of the incident for the requesting jurisdiction or agency, or supports a local Incident Commander (IC) or Unified Command and its IMT in managing an incident or event
4. Directs and tracks tactical resources that the Authority Having Jurisdiction (AHJ) and other supporting organizations provide
5. Performs Command, Operations, Planning, Logistics, Finance/Administration, Safety, Public Information, and Liaison functions, as the incident requires
6. Coordinates with Emergency Operations Center (EOC) personnel, AHJ, and Agency Administrators regarding incident management objectives and support
7. Typically supports incident management activities of a corresponding incident complexity; for example, a Type 2 IMT typically supports a Type 2 incident
8. Has short- and long-team configurations; long-team configurations include additional positions and capabilities to meet an incident's needs based on results of a complexity analysis

**COMPOSITION
AND ORDERING
SPECIFICATIONS**

1. Discuss logistics for deploying this team, such as security, lodging, transportation, and meals, prior to deployment
2. The team typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days
3. Discuss duration of the deployment; typical deployments last up to 14 days, not including travel
4. Discuss available facilities for establishing an Incident Command Post (ICP), including their proximity to the incident
5. Discuss team relief or replacement, as well as team member overlap to allow for smooth operational transition
6. Discuss the need for specialty capabilities, such as effective response to hazardous materials, law enforcement events, structural fire, or wildland fire
7. Discuss staffing and equipment needs based on the complexity of the incident, such as the need for deputies and assistants or the need to provide 24-hour coverage
8. Requestor conducts an incident complexity analysis and discusses the results with the provider to identify necessary levels of support; typical incident complexity factors include:
 - a. Threat to life, property, and the environment
 - b. Extent or severity of damage or harm
 - c. Need for 24-hour staffing
 - d. Length of expected deployment periods
 - e. Impact to the population
 - f. Geographic extent of the incident
 - g. Organizational complexity and number of jurisdictions involved
 - h. Availability of resources
 - i. Political, social, and economic sensitivities
 - j. Level of public and media attention
9. Requestor and provider discuss IMT responsibilities and authority throughout the incident
10. An IMT working outside of its sponsoring entity's authority may need authorization from the requesting jurisdiction or agency, such as a Delegation of Authority, Financial Spending Authority, Letter of Direction, or Mission Assignment
11. Requestor and provider discuss existing incident command structures and other coordinating entities, such as Federal, state, tribal, territorial, and local governments; EOC; Multiagency Coordination (MAC) Groups; and Joint Information Systems (JIS)
12. As an incident grows geographically and in number of jurisdictions, the IMT should ensure that appropriate authorizations are in place, such as a Delegation of Authority from a regional or state entity
13. An all-hazards IMT may be a multidisciplinary group representing law enforcement, public health and medicine, fire, EMS, urban search (Continued)

OVERALL FUNCTION		COMPOSITION AND ORDERING SPECIFICATIONS	<p>(Continued) and rescue, and other fields 14. Requestors should consider ordering the closest available resource to manage expanding incidents until a more qualified and capable resource is available 15. Team may also provide a transition from the response to recovery phase 16. Requestor and provider discuss tactical capabilities available through the AHJ, such as hazardous materials response or technical rescue teams, and order these resources separately if not available 17. Requestor and provider discuss the need for additional personnel or capabilities, such as Geographic Information Systems Specialists or Analysts, staging area managers, fatality management personnel, or other technical specialists 18. Requestor and provider discuss the need to include trainees on the team 19. Requestor and provider discuss the process and expectations for documentation; ordering, tracking, and managing resources; tracking and managing personnel hours; ensuring adequate personnel accountability; ensuring personnel safety and welfare; managing contracts and Memorandums of Understanding (MOU); and managing communications processes and equipment</p>
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RESOURCE TYPES			TYPE 1	TYPE 2	TYPE 3	NO TYPE 4
COMPONENT	METRIC/ MEASURE	CAPABILITY				
Personnel	Per Team	Management and Oversight	1 - National Incident Management System (NIMS) Type 1 Incident Commander	1 - NIMS Type 2 Incident Commander	1 - NIMS Type 3 Incident Commander	Not Applicable
			NOTES: An additional IC (Type 1, 2, or 3) may fill the role of deputy IC if the IC or requesting jurisdiction or entity requests it.			
Equipment	Per Team Member	Personal Protective Equipment	Same as Type 2	Same as Type 3	Appropriate Personal Protective Equipment (PPE), if necessary	Not Applicable
			NOTES: 1. PPE requirements are based on the position, the nature of the incident, and the environmental conditions experienced or expected. Not all positions require PPE. 2. PPE is mission specific and may vary by work environment; it includes protective footwear, protective clothing for skin exposure, eye and ear protection, respirators, gloves, and masks.			

Superseded



RESOURCE TYPES			TYPE 1	TYPE 2	TYPE 3	NO TYPE 4
COMPONENT	METRIC/ MEASURE	CAPABILITY				
Equipment	Per Team	Communications	Same as Type 2	Same as Type 3	Communications equipment commensurate with the mission assignment	Not Applicable
Personnel	Per Team	Minimum	Same as Type 2	15	12	Not Applicable

Superseded



RESOURCE TYPES			TYPE 1	TYPE 2	TYPE 3	NO TYPE 4
COMPONENT	METRIC/ MEASURE	CAPABILITY				
Personnel	Per Team	Support	1 - NIMS Type 1 Public Information Officer 1 - NIMS Type 1 Safety Officer 1 - NIMS Type 1 Liaison Officer 2 - NIMS Type 1 Operations Section Chief 1 - NIMS Type 1 Planning Section Chief 1 - NIMS Type 1 Logistics Section Chief 1 - NIMS Type 1 Finance/Administration Section Chief 1 - NIMS Type 1 Air Operations Branch Director 1 - NIMS Type 1 Communications Unit Leader 1 - NIMS Type 1 Situation Unit Leader 1 - NIMS Type 1 Resources Unit Leader 1 - NIMS Type 1 Geographic Information Systems Specialist 1 - Computer technical specialist	1 - NIMS Type 2 Public Information Officer 1 - NIMS Type 2 Safety Officer 1 - NIMS Type 2 Liaison Officer 2 - NIMS Type 2 Operations Section Chief 1 - NIMS Type 2 Planning Section Chief 1 - NIMS Type 2 Logistics Section Chief 1 - NIMS Type 2 Finance/Administration Section Chief 1 - NIMS Type 2 Air Operations Branch Director 1 - NIMS Type 2 Communications Unit Leader 1 - NIMS Type 2 Situation Unit Leader 1 - NIMS Type 2 Resources Unit Leader 1 - NIMS Type 2 Geographic Information Systems Specialist 1 - Computer technical specialist	1 - NIMS Type 3 Public Information Officer 1 - NIMS Type 3 Safety Officer 1 - NIMS Type 3 Liaison Officer 2 - NIMS Type 3 Operations Section Chief 1 - NIMS Type 3 Planning Section Chief 1 - NIMS Type 3 Logistics Section Chief 1 - NIMS Type 3 Finance/Administration Section Chief 1 - NIMS Type 3 Communications Unit Leader 1 - NIMS Type 3 Situation Unit Leader 1 - NIMS Type 3 Resources Unit Leader	Not Applicable
<p>NOTES: 1. IMT types and capabilities are tied to incident complexity.</p> <p>2. An IMT of different complexity Type may manage or support the incident until an appropriately Typed IMT can deploy.</p> <p>3. Command and general staff type should match the IMT type, though subordinate positions, such as Unit Leaders, are not tied to incident complexity and may be of a single type.</p> <p>4. Personnel meet the minimum qualifications indicated in the appropriate position qualifications system, such as the National Qualifications System (NQS). Position typing schemes may vary depending on the qualifications system the AHJ uses.</p> <p>5. Type 4 teams composed of 7 to 10 command and general staff positions may exist for local or regional incident management but are not a NIMS typed resource.</p> <p>6. Teams include two or more Operations Section Chiefs, who may serve as deputy, as Operations Section Chief for different operational periods, or as planning assistant.</p> <p>7. Long-team configurations typically include additional positions, such as Service Branch Director, Support Branch Director, Facilities Unit Leader, Supply Unit Leader, Food Unit Leader, Medical Unit Leader, Ground Support Unit Leader, Ordering Manager, Communications Technician, Communications Center Manager, Documentation Unit Leader, Demobilization Unit Leader Geographic Information Systems Specialist, two Division/Group Supervisors, Air Tactical Group Supervisor, Air Support Group Supervisor, Cost Unit</p>						

RESOURCE TYPES			TYPE 1	TYPE 2	TYPE 3	NO TYPE 4
COMPONENT	METRIC/ MEASURE	CAPABILITY				
Capabilities	Per Team	Personnel Management	Typically manages more than 500 personnel	Typically manages up to 500 personnel	Typically manages up to 200 personnel	Not Applicable
			NOTES: Personnel criteria are flexible parameters for identifying the level of capability to manage the incident.			
Equipment	Per Team	Electronics and Office	Same as Type 2	Same as Type 3	Electronic and office equipment commensurate with the mission assignment	Not Applicable
			NOTES: The IMT needs resources to create, duplicate, and distribute an Incident Action Plan for each operational period, in addition to other Incident Command System (ICS) documents and forms.			
Supplies	Per Team	Administrative Support	Same as Type 2	Same as Type 3	Basic office supplies and electronics equipment necessary to support development and distribution of IAP, maps, and other mission needs for 72 hours of continuous operations	Not Applicable
			NOTES: 1. Office supplies are per section of the team. 2. Teams should use an established resource tracking system, such as T-cards or another inventory system.			

Superseded

REFERENCES

1. FEMA, NIMS 509: Incident Commander
2. FEMA, NIMS 509: Public Information Officer
3. FEMA, NIMS 509: Safety Officer
4. FEMA, NIMS 509: Liaison Officer
5. FEMA, NIMS 509: Logistics Section Chief
6. FEMA, NIMS 509: Operations Section Chief
7. FEMA, NIMS 509: Planning Section Chief
8. FEMA, NIMS 509: Finance/Administration Section Chief
9. FEMA, NIMS 509: Air Operations Branch Director
10. FEMA, NIMS 509: Situation Unit Leader
11. FEMA, NIMS 509: Resources Unit Leader
12. FEMA, NIMS 509: Communications Unit Leader
13. FEMA, NIMS 509: Geographic Information Systems Specialist
14. FEMA, NIMS 509: Geographic Information Systems Analyst
15. FEMA, NIMS 509: Facilities Unit Leader
16. FEMA, NIMS 509: Supply Unit Leader
17. FEMA, NIMS 509: Food Unit Leader
18. FEMA, NIMS 509: Medical Unit Leader
19. FEMA, NIMS 509: Ground Support Unit Leader
20. FEMA, NIMS 509: Ordering Team Leader, pending publication
21. FEMA, NIMS 509: Communications Technician
22. FEMA, NIMS 509: Air Support Group Supervisor
23. FEMA, NIMS 509: Air Tactical Group Supervisor
24. FEMA, NIMS 509: Cost Unit Leader
25. FEMA, NIMS 509: Time Unit Leader
26. FEMA, NIMS 509: Procurement Unit Leader
27. FEMA, NIMS 509: Compensation/Claims Unit Leader
28. FEMA, NIMS 509: Service Branch Director
29. FEMA, NIMS 509: Support Branch Director
30. FEMA, NIMS 509: Documentation Unit Leader
31. FEMA, NIMS 509: Demobilization Unit Leader
32. All-Hazards Incident Management Teams Association (AHIMTA), Interstate Incident Management Team Qualifications System (IIMTQS) Guide, May 2016
33. AHIMTA, Inter-state Mission Ready Package All-Hazards IMT Type 3, August 2014
34. National Interagency Fire Center (NIFC), National Interagency Mobilization Guide, March 2017

NOTES

1. Nationally typed resources represent the minimum criteria for the associated component and capability.
2. The composition identified above represents the minimum personnel for a short-team configuration; additional personnel or resources may be necessary to meet the mission assignment, depending on incident complexity.



3. Requestor and provider negotiate the total number of positions on the team.
4. Personnel may be responsible for providing proof of qualification, such as an Incident Qualification Card or documentation from their AHJ.

Superseded