

1 ***Position Tasks and Associated Task Book Codes***

2 Each Position Task Book lists the performance requirements (tasks) for specific positions set by
3 the ICS competencies and behaviors (September 2007) recognized by FEMA's National
4 Integration Center and posted to the NIMS Resource Center Web site,
5 <http://www.fema.gov/emergency/nims/>.

6 An effective IMT member, more or less, depending on the position, must possess some
7 combination of the following attributes:

- 8 • "Critical soundness" – where the individual is able to keep themselves and their
9 subordinates effective, efficient, and safe in time-pressured, high-consequence
10 situations.
- 11 • "Management soundness" – effective at planning and other IMT processes and
12 functions of longer duration situations that include proceeding through the Planning P
13 and producing a formal written plan.

14 The IIMTQS seeks to find a balance between providing as many opportunities as are
15 appropriate for Trainees to demonstrate critical and management task competency while at the
16 same time ensuring that Trainees are truly ready for performance on even the most challenging
17 of incidents they may encounter when qualified.

18 The IIMTQS recognizes that many responders have extensive experience in dealing with critical
19 situations. Often times those incidents are of short duration; but, even so, the skills acquired
20 and honed are valuable and relevant to involvement in any incident, including longer duration
21 ones. A Trainee must demonstrate competency at some critical tasks while functioning in the
22 target position on an incident. However, some of these tasks can be demonstrated sufficiently
23 in one-operation period situations without the need for a written incident action plan.

24 Management skills over several operations periods are also necessary for effective IMT
25 members. However, the IIMTQS recognizes that many responders have scarce opportunities to
26 work on longer duration incidents. The IIMTQS allows that the nature of some management
27 tasks may be performed on planned events, in exercises, or in other situations and be sufficient
28 demonstration of competency upon which to base qualification. Many management skill tasks
29 must be performed in situations that incorporate multiple operations periods and require a
30 written incident action plan.

31 Each task in this Position Task Book has at least one code associated with the situation(s) within
32 which the task **MUST** be completed. Performance of any task in a situation(s) other than that
33 required by the task's code(s) is not valid for qualification.

34 If more than one code is listed, the task may be completed in any of the situations (e.g. If code
35 **I1**, **I2**, and **O1** are listed, the task may be completed in any of the three situations).

36 Definitions for these codes are:

37 **I1=** Task must be performed on an incident which meets the following criteria:

- 38 • Is managed under the Incident Command System (ICS)
- 39 • Requires a written Incident Action Plan (IAP)
- 40 • Requires using the Planning P to plan for multiple operational periods

- 41 • Matches or is higher complexity level (see IIMTQS Appendix A –
42 Incident Complexity Analysis Chart) than the type rating being pursued
43 **I2=** Task can be performed in the following situations:
44 • Incident
45 • Incident within an Event or Incident
46 The situation must meet the following criteria:
47 • Is a critical time-pressured, high-consequence incident managed under
48 the Incident Command System (ICS)
49 • May only be one operational period and without a formal written IAP
50 • Matches or is higher complexity level (see IIMTQS Appendix A –
51 Incident Complexity Analysis Chart) than the type rating being pursued
52 **O1 =** Task can be performed in the following situations:
53 • Planned Event
54 • “Full Scale Exercise” or “Functional Exercise” as defined by HSEEP (see
55 IIMTQS Section XIII. Qualifying Incident, Event, and Exercise Guidelines;
56 Qualifying Exercise Attributes)
57 The situation must meet the following criteria:
58 • Is managed under the Incident Command System (ICS)
59 • Matches or is higher complexity level (see IIMTQS Appendix A –
60 Incident Complexity Analysis Chart) than the type rating being pursued
61 • Requires a formal written Incident or Event Action Plan (IAP/EAP)
62 • Requires using the Planning P to plan for multiple operational periods
63 • For an Event, requires contingency planning for an Incident within the
64 Event.
65 **O2 =** Task can be performed in the following situations if the situation affords the
66 opportunity to evaluate the knowledge/skills associated with the ICS position:
67 • Planned Event
68 • Exercise
69 • Training
70 • Daily Job
71 **R =** Rare events seldom occur and opportunities to evaluate Trainee performance in real
72 settings are limited. Examples of rare events include accidents, injuries, vehicle and
73 aircraft crashes. Through interviews, the evaluator may be able to determine if the
74 trainee could perform the task in a real situation.

75 There are numerous bullet statements listed under each task. The bullet statements are listed
76 as guidelines/examples for the evaluator to consider to insure the intent of the task has been
77 completed. Not all bullet statements for a task are required to be completed if the overall
78 intent of the task has been satisfied.