Title	Perform the operations management function in an Incident Management Team (IMT)		
Level	5	Credits	10

Purpose	People credited with this unit standard are able to: plan the operations tactical response for an incident; communicate objectives and allocate tasks in accordance with the incident action plan (IAP); manage and supervise operations at an incident; and manage post-response activities.

Classification	Community and Workplace Fire and Emergency Management > Workplace Emergency Risk Management

Available grade	Achieved

Entry information	
Critical health and safety prerequisites	Unit 22445, *Describe the roles and functions of a CIMS Incident Management Team (IMT) at an incident*, or demonstrate equivalent knowledge and skills.

Explanatory notes

1   All performance must comply with:
any agency procedures, coordinated incident management system (CIMS) principles, ethical codes, standards, and cultural requirements of the organisations involved; and any relevant legislative requirements including but not limited to the – Civil Defence Emergency Management Act 2002, Conservation Act 1987, Fire Service Act 1975, Forest and Rural Fires Act 1977, Local Government Act 2002, Policing Act 2008, Health and Safety in Employment Act 1992, Hazardous Substances and New Organisms Act 1996, and Maritime Transport Act 1994.

2   Primary references for this unit standard are approved training resources endorsed by the National Joint Agency CIMS Steering Committee. These references are available from the Fire and Rescue Services Industry Training Organisation, PO Box 11988, Wellington 6142.

3   Definitions
An *incident* is a disruption, accidentally or deliberately caused, which requires a response from one or more agency.
An *event* is an incident or a planned activity that occurs in a particular place during a particular interval of time.

An *emergency* is an event, actual or imminent, which endangers or threatens to endanger life, property, or the environment, and which requires a significant and coordinated response.
Agency procedures refer to written agency requirements for responding to, and taking action at, emergencies.
The *coordinated incident management system (CIMS)* is a structure established to systematically manage emergency incidents.
The *incident action plan (IAP)* is a statement of the objectives, strategies, and critical functions to be taken at an incident.

4　　Evidence for this unit standard can be from an actual event and/or from a simulated incident response.

5　　Credit for this unit standard does not in itself qualify an individual to hold the appointment of an operations manager at an incident. An organisation and/or agency may require an individual to display additional competencies and/or hold another qualification or qualifications in order to undertake the role.

Outcomes and evidence requirements

Outcome 1

Plan the operations tactical response for an incident.

Evidence requirements

1.1　　Operations manager's participation and input to the incident and the IAP is in accordance with CIMS.

1.2　　Operational tasks are developed and are in accordance with the IAP.

　　　　Range　　includes but is not limited to – situation report, known hazards, resources allocated, resources available, topography and other features of the incident ground and surrounding area, lead agency procedures, pre-identified incident behaviour, weather influences, communications capability, sector assignments, required timeframe.

1.3　　Resource requirements are verified in accordance with the incident objectives and strategies.

1.4　　Sector control plans are developed in terms of delegated tasks, responsibilities and resources, and are in accordance with the IAP.

Outcome 2

Communicate objectives and allocate tasks in accordance with the IAP.

Evidence requirements

2.1   IAP briefings are conducted in accordance with CIMS.

2.2   Operational tasks are allocated in accordance with the sector assignments of the IAP.

>   Range   geographical, functional.

2.3   Allocated operational tasks are within the capability of the sector, are achievable within the required timeframes, and are supported with resources.

Outcome 3

Manage and supervise operations at an incident.

Evidence requirements

3.1   Support functions are identified and managed in accordance with the IAP.

>   Range   assembly area, staging area, safe forward point, cordons.

3.2   Performance is monitored against the IAP, and corrective action is taken to maintain performance.

>   Range   assigned tasks, required timeframes.

3.3   Reports to the IMT are in accordance with primary references.

>   Range   progress of operations, possible future developments, critical issues, resource requirements, resource reassignment and/or release, timeliness.

3.4   Operations log is maintained in accordance with agency procedures.

>   Range   operational activities, issues, decisions, time of events.

Outcome 4

Manage post-response activities.

Evidence requirements

4.1   Demobilisation is implemented in accordance with the IAP.

4.2   Reports and debrief process and procedures are implemented in accordance with agency procedures and CIMS.

4.3 Operational effectiveness is evaluated, and any recommendations for changes to policies or procedures are documented.

Planned review date	31 December 2012

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 January 2006	31 December 2012
Rollover and Revision	2	18 February 2011	N/A

Accreditation and Moderation Action Plan (AMAP) reference	0039

This AMAP can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Please note
Providers must be granted consent to assess against standards (accredited) by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Consent requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact the Fire and Rescue Services Industry Training Organisation info@frsito.org.nz if you wish to suggest changes to the content of this unit standard.