

May 9, 2021 WC-ARES Net Training:

Planning Section Chief

Presented by Marida Favia del Core Borromeo, KD5BJ

All Hazards Planning Section Chief – Introduction and core competencies.

Before the 9/11 attacks, the Incident Command System (ICS) was exercised almost exclusively on fire-based accidents. Since then, though, the ICS has been extended to all disciplines and the “all hazards” approach to training has been embraced.

A Planning Section Chief needs to fundamentally possess the same core knowledge, skills, and abilities whether they are responding to a fire, an oil spill, a mass-casualty incident, or other incidents, making the essential job of a PSC the same in all types of incidents.

A successful Planning Section chief must be ready before he or she is called.

1. **AS PSC, you must** obtain and assemble prior to the call information materials needed for a kit. The kit should be light enough that you can carry it. The kit should have everything you need for the first 48 hours, including, but not limited to, ICS forms, Field Operations guide, position manuals for the section, individual check list and reminders, IMT contact information, ability to identify who within the session needs to be activated to help you, markers, charts, large ICS form 215, planning meeting agenda
2. **You also must be a leader for your group.** You need to Influence, guide, and direct personnel to accomplish objectives and desired outcomes in a rapidly changing high risk environment.
- 3.

As Planning Section Chief, you need to model leadership principles of duty (show proficiency and make yourself understood, for example), respect, and integrity. **You need to exhibit principles of respect** by looking out for the wellbeing of those serving with you, keeping them informed, and building a team, assigning tasks according to your teammate’s capabilities. And you need to **exhibit principles of integrity** by knowing yourself and seeking improvement; seeking and accepting responsibility for your actions; and setting an example.

As Planning Section Chief, you need also to ensure the safety, welfare, and accountability of assigned personnel, by recognizing potentially hazardous situation, informing your team of the same, control position and function of resources; ensure precautions are taken, and adequate rest is provided to personnel.

You need to determine work assignment and performance expectations by establishing priorities, and coordinate with unit leaders and emphasize with all teamwork and coordination. Last but not least, you need to work with the Command and General staff.

Use communications techniques to share information in a timely manner, by attending briefings and meetings; obtain briefings from your Incident Commander and collect information from outgoing chiefs and incident commander; also identify who needs a briefing and make

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sure they attend it; emphasize changes in the EAP and make sure the documentation is complete and 214 contain pertinent information that tells the story of each operational period.

You must communicate and assure understanding of work expectations within chain of command. You also develop and implement plans by assembling elements into an IAP making sure the IAP meets the objectives and meets the approval of the Incident Commander. Last but not least, make sure you know how many copies of the IAP you need to print whom need to receive one.

Part of the Planning Section chief jobs is to gather intelligence of an incident or event. So you, or your Intelligence Leader need to identify, analyze, and apply relevant situational information and evaluate actions to complete assignment safely and meet identified objectives.

All those who work on an incident depend on you to successfully respond to an event. Therefore, complete actions on time; become familiar with and apply policy of the agency you serve; gather, analyze, validate information pertinent to the incident and make recommendations for setting priorities; take appropriate actions based on risk by scheduling and conducting planning meetings, defining objectives and agenda and time expectations;

make sure the operation chief identifies tactics and resources needed, and your Safety Officers identifies hazards and the mitigation of those hazards and adjust the IAP accordingly. Finally, coordinate all attendees, resolve conflicts; consider demobilization immediately upon deployment; and ensure continuity of authority, facilitating the transfer of duty and providing knowledge when shifts change.

If you are interested to be part of our Planning Section Team please contact me at KD5BJ@arrl.net.

This the end of training for tonight. Please put me down as short time. This is KD5BJ back to net.