
**WORKPLACE EMERGENCY RISK
MANAGEMENT**
**Demonstrate knowledge of the
coordinated incident management
system (CIMS)**

level:	2
credit:	2
final date for comment:	January 2010
expiry date:	December 2011
sub-field:	Community and Workplace Fire and Emergency Management
purpose:	People credited with this unit standard are able to: describe the role and purpose of CIMS; and demonstrate knowledge of the elements, terminology, and structure of CIMS; and of the incident control procedures in CIMS operating environments.
entry information:	Open.
accreditation option:	Evaluation of documentation by NZQA and industry.
moderation option:	A national moderation system of moderation networks has been established by the Fire and Rescue Services Industry Training Organisation.
special notes:	1 Primary references for this unit standard are approved training resources endorsed by the National Joint Agency CIMS Steering Committee. These references are available from <i>the</i> Fire and Rescue Services Industry Training Organisation, PO Box 11988, Wellington.

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2 Definitions

An *incident* is a disruption, accidentally or deliberately caused, which requires a response from one or more agencies.

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.

Elements and Performance Criteria

element 1

Describe the role and purpose of CIMS.

performance criteria

1.1 Key components of emergency management are identified in accordance with CIMS framework.

1.2 Agency roles are identified in terms of CIMS structure.

Range: any five agencies from – ambulance service, Ministry of Civil Defence & Emergency Management, the Department of Conservation, district health board, fire service, local government, Maritime New Zealand, New Zealand Customs Service, Ministry of Fisheries, Ministry of Agriculture and Forestry, Ministry of Health, New Zealand Defence Force, Police, primary health organisation, Rural Fire Authority.

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- 1.3 Identification of events where CIMS is used to improve performance of participating emergency services is made in accordance with primary references.

Range: natural event, planned event.

element 2

Demonstrate knowledge of the elements, terminology, and structure of CIMS.

performance criteria

- 2.1 The elements of CIMS are identified in terms of primary references and agency procedures.

Range: modular organisation, integrated communications, incident action plans, span of control, incident facilities, resource management.

- 2.2 Common emergency management terms are defined in the operation of CIMS in accordance with primary references.

Range: assembly area, control and command, emergency operations centre, incident control point, helibase or helipad, incident action plan, incident management team, inner cordon, lead agency, outer cordon, safe forward point, situation report, staging area, support agency, triage area.

- 2.3 The structure of CIMS is described in accordance with primary references.

Range: incident control, planning/intelligence, logistics, operations.

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element 3

Demonstrate knowledge of incident control procedures in CIMS operating environments.

performance criteria

3.1 CIMS incident control structure is used to identify key operational positions in accordance with primary references.

Range: incident controller, logistics manager, operations manager, planning/intelligence manager, response coordinator.

3.2 Basic theory of command, control, and coordination in CIMS is explained in accordance with primary references.

Range: lead agency, single agency command, support agency, bringing together agency resources.

Comments on this unit standard

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

Please Note

Providers must be accredited by the Qualifications Authority or a delegated inter-institutional body before they can register credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

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Accreditation 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 providers wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is covered by AMAP 0039 which can be accessed at <http://www.nzqa.govt.nz/site/framework/search.html>.