

<b>Title</b>	<b>Perform the logistics function in an Incident Management Team (IMT)</b>		
<b>Level</b>	<b>5</b>	<b>Credits</b>	<b>10</b>

<b>Purpose</b>	People credited with this unit standard are able to: plan the logistics response for an incident; manage logistics resource requirements and tasks at an incident; manage the logistics support units activated for the incident response; maintain the logistics support units of an IMT; and manage demobilisation of the logistics support units and conclude logistics coordination activities.
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<b>Classification</b>	Community and Workplace Fire and Emergency Management > Workplace Emergency Risk Management
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<b>Available grade</b>	Achieved
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<b>Prerequisites</b>	Unit 22445, <i>Describe the roles and functions of a CIMS Incident Management Team (IMT) at an incident</i> , or demonstrate equivalent knowledge and skills.
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### Guidance Information

- 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, Police Act 1958, 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 at <https://www.civildefence.govt.nz>.
- 3 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.

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 a logistics 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.

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## Outcomes and performance criteria

### Outcome 1

Plan the logistics response for an incident.

#### Performance criteria

- 1.1 Information needs and resources are identified according to the nature of the incident.
- 1.2 Logistics support unit structure is identified and established to provide services in accordance with the incident action plan (IAP).  
  
Range may include but is not limited to – supply unit, facilities unit, ground support unit, communications unit, medical unit, catering unit, finance unit.
- 1.3 Information is gathered and collated in a form suitable for recording and dissemination.
- 1.4 Participation and input to the IAP is in accordance with CIMS.

### Outcome 2

Manage logistics resource requirements and tasks at an incident.

#### Performance criteria

- 2.1 Logistics resource requirements are acquired in accordance with the IAP.
- 2.2 Logistics tasks are allocated in accordance with the IAP.

### Outcome 3

Manage the logistics support units activated for the incident response.

**Performance criteria**

- 3.1 Logistics support units are managed in accordance with available resources and the IAP.

**Outcome 4**

Maintain the logistics support units of an IMT.

**Performance criteria**

- 4.1 Future logistics requirements are identified in terms of current servicing and support facilities.

Range unit team structure and delivery, ground support, facilities, communications.

- 4.2 Logistics records are maintained in accordance with agency procedures.

Range all activities, issues, decisions, purchases, delivery advice, finance, insurance.

**Outcome 5**

Manage demobilisation of the logistics support units and conclude logistics coordination activities.

**Performance criteria**

- 5.1 Demobilisation of the logistics support units is undertaken in accordance with the demobilisation plan as outlined in the IAP.

- 5.2 Physical, human, and financial resources are accounted for in accordance with agency procedures and CIMS.

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

<b>Replacement information</b>	This unit standard was replaced by unit standard 32165 and unit standard 32166.
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**This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.**

**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	24 January 2006	31 December 2021
Rollover and Revision	2	18 February 2011	31 December 2021
Review	3	26 November 2020	31 December 2021

**Consent and Moderation Requirements (CMR) reference**

0039

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

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