

INCIDENT COMMAND PLANNING SECTION

**MABAS Division 2
Operational Checklist
#08-C**
EFFECTIVE 02/01/10
Reviewed 6/23/21

Type of Strategy: Offensive Defensive

Upon arrival, don PLANNING vest and report to IC for briefing

Responsibilities	<input type="checkbox"/> Obtain briefing from IC <input type="checkbox"/> Determine resource status <input type="checkbox"/> Determine situation status <input type="checkbox"/> Determine strategy/tactics <input type="checkbox"/> Determine if written IAP needed <input type="checkbox"/> Determine time/place of planning meeting	<input type="checkbox"/> Form/deploy/supervise damage assessment teams
	<input type="checkbox"/> Activate planning section positions as needed	<input type="checkbox"/> Establish information requirements and reporting schedules
	<input type="checkbox"/> Complete ICS 201 form and provide to Command and General Staff	<input type="checkbox"/> Prepare contingency plans <input type="checkbox"/> Review current/projected incident and resource status <input type="checkbox"/> Develop alternative strategies <input type="checkbox"/> Identify resources required to implement contingency plan <input type="checkbox"/> Document alternatives – present to IC and OPS CHIEF
	<input type="checkbox"/> Advise EOC of any significant incident changes	<input type="checkbox"/> Conduct planning and strategy meetings
	<input type="checkbox"/> Compile and display incident status information	<input type="checkbox"/> Supervise preparation and distribution of IAP
	<input type="checkbox"/> Obtain/develop incident maps	
Brief statement of Incident Action Plan		

PLANNING SECTION

RADIO DESIGNATION: PLANNING OR PLANS **CHANNEL:** _____

REPORTS TO: INCIDENT COMMANDER

REPORTS TO YOU: SITUATION, RESOURCE, DEMOBILIZATION, & DOCUMENTATION UNITS, TECHNICAL SPECIALISTS

