



State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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RICHARD J. CODEY
Acting Governor
Commander-in-Chief

☆☆
GLENN K. RIETH
Major General
The Adjutant General

DEPARTMENTAL DIRECTIVE
NO. 800.1

1 November 2005

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

1. Purpose: This directive provides guidance, procedures and timelines to implement the National Incident Management System (NIMS) as directed by State of NJ Executive Order #50.

2. Applicability: Applies to all state and federal employees of the New Jersey Department of Military and Veterans Affairs (DMAVA) and members of the New Jersey Army & Air National Guard who are involved in the prevention and preparation for responding to and recovery from domestic security incidents regardless of cause, size or complexity. This includes incidents of terrorism and natural disaster listed in the 15 National Planning Scenarios, as well as other support requirements to civil authorities.

3. References:

- a. Executive Order #50 – State of NJ (Appendix 1).
- b. National Response Plan (NRP).
- c. Homeland Security Presidential Directive (HSPD) #5 – Management of Domestic Incidents.
- d. HSPD #8 – National Preparedness Guidance.
- e. Letter dated 22 Sep 05 from the office of the Attorney General, Subject: National Incident Management System.

4. Objectives:

- a. Use a consistent approach to work together more effectively and efficiently with federal, state and local governments to prevent and prepare for, respond to, and recover from domestic security incidents (terrorism, natural disaster, or support to civil authorities).

b. Utilize standardized terminology, interoperable communications, consolidated action plans, unified command structures and uniform personnel qualification standards. Establish uniform standards for planning, training, and implementing comprehensive resource management and designated incident facilities (e.g., Command Posts, Operations Centers, etc.) during domestic security emergencies or disasters.

5. Responsibilities:

a. Joint Force Headquarters-NJ (JFHQ) Future Plans Officer (J5/7):

(1). Coordinate with JFHQ Chief of Staff, the Operations Officer (J3) and the New Jersey Air National Guard (NJANG) Chief of Staff to ensure NIMS is incorporated into existing and future training programs.

(2). Coordinate with State Office of Emergency Management (OEM) as identified in the Executive Order to develop the strategy and training plan (Appendix 2).

(3). Incorporate NIMS into DMAVA's Military Support to Civil Authorities (MSCA) and Domestic Action (DOMAC) Incident Action Plans.

(4). Ensure designation of First Responders in our organization as essential personnel, using the definition in Executive Order #50 (Appendix 1).

(5). Issue any future directives, regulations or administrative orders as may be appropriate to maintain compliance with federal regulations.

(6). Ensure First Responders receive annual training in multi-disciplined exercises and drills that utilize NIMS.

(7). Establish a database to track personnel qualifications.

b. The Deputy Executive Director for Homeland Security, DMAVA will be responsible for submitting requests for Homeland Security Grants. These requests will be in compliance with federal and state requirements for NIMS.

c. DMAVA Homeland Security Exercise Team, in conjunction with the DMAVA Director Domestic Preparedness and J5/7, ensures NIMS is incorporated into existing and future MSCA and DOMAC exercise programs.

(J5/7)

<p>The proponent of this Directive is the Joint Force Headquarters Future Plans Office (J5/7). Users shall submit comments and suggested improvements directly to NJDMAVA, ATTN: J5/7, HSCOE, 131 Eggert Crossing Rd, Lawrenceville, NJ 08648.</p>
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OFFICIAL:

GLENN K. RIETH
Major General, NJARNG
The Adjutant General

DAVID S. SNEDEKER
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**State of New Jersey
Executive Order #50**

Acting Governor Richard J. Codey

WHEREAS, the President of the United States, in Homeland Security Directive No. 5 (HSPD-5), directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent, nationwide approach for federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic security incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary and desirable that all federal, State, local and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management system, it is critical that federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and implementing comprehensive resource management and designated incident facilities during domestic security emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the State's ability to utilize federal funding to enhance local and State agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System (ICS) components of NIMS are already an integral part of various incident management activities currently being undertaken throughout the State, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized ICS; and

WHEREAS, as used herein, the term "first responder" has the same meaning as used in HSPD-8 and applies regardless of whether the first responder is paid or volunteer; and

WHEREAS, HSPD-8 has defined first responders to include those individuals who, in the early stages of an incident, are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in Section 2 of the Homeland Security Act of 2002 (6 U.S.C. § 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel, such as equipment operators, who provide immediate support services during prevention, response, and recovery operations; and

WHEREAS, the federal Homeland Security Act of 2002 provides that the term “emergency response providers” includes federal, State, and local emergency public safety, law enforcement, emergency response, emergency medical, including hospital emergency, and related personnel, agencies, and authorities; and

WHEREAS, the NIMS ICS is based upon the National Wildfire Coordinating Group curriculum, the same Incident Command System that is currently used by the fire service and emergency management in New Jersey, as well as the New Jersey State Police;

NOW, THEREFORE, I, Richard J. Codey, Acting Governor of the State of New Jersey, by the virtue of the authority vested in me by the Constitution and Laws of the State of New Jersey do hereby ORDER and DIRECT:

1. There is established an incident management system in New Jersey which shall be the National Incident Management System (NIMS). The NIMS shall be the State standard for incident management and it shall be used for all emergency incidents in this State. All State departments and agencies, within 60 days of this Order, and thereafter from time to time as may be appropriate to maintain compliance with federal requirements, shall issue such directives, administrative orders and regulations as may be necessary to ensure the use of the NIMS on all incidents by all first responders within their subject areas of responsibility, including those first responders at the departmental, agency, county and local levels.
2. All first responders shall complete the NIMS Awareness Course: National Incident Management System (NIMS), An Introduction, and all State department and agency heads, as well as their senior staff and other staff members with emergency response responsibility, also shall complete the NIMS course.
3. All responses conducted pursuant to the State Emergency Operations Plan (EOP), or any county or municipal EOP, shall be conducted in accordance with the NIMS. All State departments and agencies shall incorporate the NIMS into existing training programs and exercises, wherever appropriate. All first responders shall annually participate in multi-discipline exercises and drills that utilize the NIMS. The Domestic Security Preparedness Task Force shall coordinate existing learning management and tracking systems to track incident management and other NIMS training, and the Division of Fire Safety in the Department of Community Affairs, the State Forest Fire Service and the State Office of Emergency Management shall expand their existing Memorandum of Agreement to include all departments and agencies with responsibility for the implementation of the NIMS in the development of equivalent, uniform training standards and programs.
4. The State Office of Emergency Management shall work with the Emergency Support Function lead agencies to develop a strategy to train: (a) all entry level first responders, including firefighters, police officers, emergency medical services providers, public works on-scene personnel, public health on-scene personnel and other emergency responders, and other emergency personnel that require an introduction to the basic components of the ICS, to the ICS-100: Introduction to ICS level, prior to December 31, 2005; (b) all first line supervisors, single resource leaders, lead dispatchers, field supervisors, company officers and entry level positions (trainees) on Incident

Management Teams and other emergency personnel that require a higher level of ICS training to the ICS-200: Basic ICS Basic level, prior to December 31, 2006; (c) all middle management, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors and Multi-Agency Coordination System/Emergency Operations Center staff to the ICS-300: Intermediate ICS level, prior to December 31, 2007; and (d) all command and general staff, agency administrators and department heads with on-scene incident management responsibilities, emergency managers, areas commander and Multi-Agency Coordination System/Emergency Operations Center managers to the ICS-400: Advanced ICS level, prior to December 31, 2007. The State Office of Emergency Management also shall work with the Emergency Support Function lead agencies to develop a strategy to provide to elected officials, senior executive, senior managers and agency administrators with policy responsibilities, but without specific ICS or Multi-Agency Coordination System function/roles or responsibilities the ICS-402: ICS Summary for Executives course.

5. All county and municipal OEMs shall incorporate the NIMS into the county or municipal EOP during the next update pursuant to N.J.S.A. APP. A:9-43.2, and the State Office of Emergency Management shall promote intrastate mutual aid agreements whenever feasible.
6. The Attorney General, as State Administrative Agency (SAA) for the Department of Homeland Security grants, and the Commissioner of Health and Senior Services, as SAA for Health and Human Services and Centers for Disease Control grants, and any other designated SAA shall assure that federal Fiscal Year 2005, 2006 and 2007 grants support the above objectives, and the Attorney General and Commissioner and any other designated SAA shall report their progress on these issues to the Domestic Security Preparedness Task Force on a regular basis.
7. Beginning on January 1, 2006, all State departments and agencies shall condition award of all preparedness grants upon compliance with federal requirements for the NIMS.
8. The Attorney General shall ascertain such other steps as may be required to assure that the State of New Jersey is in compliance with the Department of Homeland Security's evolving requirements for the NIMS and shall work through Domestic Security Preparedness Task Force to implement such measures.
9. This Order shall take effect immediately.

GIVEN, under my hand and seal this 5th day
of August in the Year of Our Lord, Two Thousand
and Five, and of the Independence of the United
States, the Two Hundred and Thirtieth.

/s/ Richard J. Codey

Acting Governor

[seal]

Attest:

/s/ Mark J. Fleming

Deputy Chief Counsel to the Governor

Executive Order #50 Training Matrix

Course***	Title	Method***	Audience	Suspense
ICS-100 Q462	I-100 (IS-100) Introduction to Incident Command System (Introduction to NIMS ICS for Operational First Responders)	NJ E-Learning FEMA EMI or NFA On Line/Self Study	Essential civilian state/federal fulltime employees **NG fulltime personnel	31 Dec 05
ICS-100 Q462	I-100 (IS-100) Introduction to Incident Command System (Introduction to NIMS ICS for Operational First Responders)	NJ E-Learning FEMA EMI or NFA On Line/Self Study	**Traditional Guard personnel	31 Dec 06
ICS-200 Q463	I-200 Principles of Incident Command System (Basic All-Hazards NIMS ICS for Operational First Responders)	NJ E-Learning FEMA EMI or NFA On Line/Self Study Resident Police/Fire Academies	Essential civilian state/federal first line supervisors, directors, commissioners **NG personnel in leader, commander, staff positions	31 Dec 06
ICS-300	I-300 NWCG Intermediate Command	Resident Police/Fire Academies	Essential civilian state/federal directors, commissioners **NG personnel in senior commander/leader, and staff positions	31 Dec 07
ICS-400 and ICS-402	I-400 Multi-Agency Coordination System/Emergency Operations Center Managers	Resident Police/Fire Academies	Essential civilian state/federal directors, commissioners **NG personnel in senior commander/leader, Guard Force Commanders/staff, and staff positions	31 Dec 07
ICS-700	IS-700 National Incident Management System (NIMS) Introduction	FEMA EMI or NFA On Line/Self Study	Essential civilian state/federal fulltime senior directors, department heads, commissioners **NG fulltime senior commanders and staff personnel	31 Dec 05
ICS-700	IS-700 National Incident Management System (NIMS) Introduction	FEMA EMI or NFA On Line/Self Study	Essential civilian state/federal fulltime employees **M-Day NG personnel	31 Dec 06
ICS-800*	IS-800 National Response Plan (NRP) and Introduction	FEMA EMI or NFA On Line/Self Study	Essential civilian state/federal supervisors, directors, commissioners **NG personnel in leader, commander, staff positions	31 Dec 06
IS-546*	Continuity of Operations (COOP) Awareness Course	FEMA EMI or NFA On Line/Self Study	Essential civilian state/federal supervisors, directors, commissioners NJDMAVA **NG personnel in leader, commander and staff positions	31 Dec 06
IS-547*	Introduction to Continuity (COOP)	FEMA EMI or NFA On Line/Self Study	Essential civilian state/federal supervisors, directors, commissioners NJDMAVA **NG personnel in leader, commander and staff positions	31 Dec 07

*Additional recommended courses for NJDMAVA and NG essential personnel

**NG—National Guard personnel includes Army and Air National Guard personnel

***Can also be taught fulltime and on weekends at specified locations by Certified Incident Command Trainers/Instructors

FEMA: <http://training.fema.gov/EMIWeb/IS> NJ-Learn: <http://www.njlearn.com>