

Setting up your Incident Command Post (ICP)

Podcast 3 Highlights

1. What is an Incident Command Post

- It's a quiet, dedicated space where important data is collected and decisions are made by the Command staff and Section Chiefs
- Not the evacuation site or round-up area
- Must make 1st and 2nd choice ICP's fully ready, plus an outdoors 3rd choice
- Features of a good ICP
 - Likely to be accessible in an Incident
 - Away from noise and activity
 - Natural light (can use during power failure)
 - Line powered phone

2. Recommended equipment & supplies

- Walkie talkies (4) + chargers & backup batteries
- Head lamps & batteries
- Hard copies of key data (phone #'s)
- Red Binder of Situational Guidelines (one pagers that outline what needs to be done in a situation, but not who will do each part)
- White board
- Chairs, desk, table for meetings
- At Tawonga: Incident Playbooks for the Commander

3. Action Plan

- Choose ICP locations and inform all staff members
- Install dedicated phone lines
- Purchase equipment and practice using it (especially walkie-talkies)
- Compile Situational Guidelines



This is what a swipe board looks like during an Incident