****

**Community Emergency Response Plan Templates**

**Wildfire, Flood & Severe Weather**

April 2021

**Statement of Limitations**

The information contained in this document is the application of the Siksika Nation Emergency Management Department’s professional expertise and where applicable professional opinion, subject to the accuracy and content of available information and the scope of work. The user of this information accepts full responsibility for any errors or omissions contained therein.

# Clouds in skyIntroduction

Emergency Response Plans outline Director of Emergency Management (DEM) and Emergency Coordination Centre (ECC) considerations for common emergency scenarios based on the HIRVA. The guidelines in this document are not limiting and should be used as a supplement to the response procedures outlined in the Response Section of the Emergency Management Program and existing Emergency Response Plans (ERPs). Multiple guidelines may be used in a complex incident matrix. Users of this plan can use these guidelines as a foundation toward building action plans and tasks. Hazard Specific Plans should be further developed in relation to current HIRVA findings.

**Table of Contents**

[Introduction 3](#_Toc70682048)

[DEM / ECC Notification Criteria 5](#_Toc70682049)

[DEM / ECC Director Position Checklist 6](#_Toc70682050)

[1. Wildfire Response 8](#_Toc70682051)

[1.1. Alert / Warning 8](#_Toc70682052)

[1.2. Evacuation 8](#_Toc70682053)

[1.3. Mutual Aid Assistance 8](#_Toc70682054)

[1.4. ICS Forms Included for Response 8](#_Toc70682055)

[1.5. Incident Briefing Form (ICS 201) 9](#_Toc70682056)

[1.6. Incident Objectives (ICS 202) 13](#_Toc70682057)

[1.7. Assignment List (ICS 204) – Emergency Services 14](#_Toc70682058)

[1.8. Assignment List (ICS 204) - Infrastructure 15](#_Toc70682059)

[1.9. Assignment List (ICS 204) - Transportation 16](#_Toc70682060)

[1.10. Safety Message/Plan (ICS 208) 17](#_Toc70682061)

[2. Flood Response 18](#_Toc70682062)

[2.1. High Stream Flow Advisory 18](#_Toc70682063)

[2.2. Flood Warning 18](#_Toc70682064)

[2.3. ICS Forms Included for Response 18](#_Toc70682065)

[2.4. Incident Briefing Form (ICS 201) 19](#_Toc70682066)

[2.5. Incident Objectives (ICS 202) 23](#_Toc70682067)

[2.6. Assignment List (ICS 204) – Emergency Services 24](#_Toc70682068)

[2.7. Assignment List (ICS 204) - Infrastructure 25](#_Toc70682069)

[2.8. Assignment List (ICS 204) - Transportation 26](#_Toc70682070)

[2.9. Safety Message/Plan (ICS 208) 27](#_Toc70682071)

[3. Severe Weather Incident Response 28](#_Toc70682072)

[3.1. Blizzard 28](#_Toc70682073)

[3.2. Extreme Cold 28](#_Toc70682074)

[3.3. Extreme Heat 28](#_Toc70682075)

[3.4. Winter Storms 28](#_Toc70682076)

[3.5. ICS Forms Included for Response 28](#_Toc70682077)

[3.6. Incident Briefing Form (ICS 201) 29](#_Toc70682078)

[3.7. Incident Objectives (ICS 202) 33](#_Toc70682079)

[3.8. Assignment List (ICS 204) – Emergency Services 34](#_Toc70682080)

[3.9. Safety Message/Plan (ICS 208) 35](#_Toc70682081)

[Appendix A: General ICS Forms 36](#_Toc70682082)

[Organization Assignment List (ICS 203) 36](#_Toc70682083)

[Assignment List (ICS 204) – Emergency Social Services 37](#_Toc70682084)

[Communications List (ICS 205A) 38](#_Toc70682085)

[Medical Plan (ICS 206) 39](#_Toc70682086)

[Activity Log (ICS 214) 40](#_Toc70682087)

[Incident Action Safety Plan Analysis (ICS 215a) 41](#_Toc70682088)

[Appendix B: Contact Information 42](#_Toc70682089)

# DEM / ECC Notification Criteria

**![Diagram

Description automatically generated]()**

# DEM / ECC Director Position Checklist

The following checklist should be considered as the minimum requirements for this position. Note that some of the tasks are one-time actions while others are ongoing or repetitive for the duration of the incident.

* Activate **[First Nation / Community]** Emergency Coordination Centre (**Name ###-###-####)** or Regional Emergency Coordination Centre as appropriate. Activate in part or fully. As a minimum, your assessment and decision to activate should be based on the following criteria:
  + Is there a need or potential need to conduct a mandatory evacuation of residents beyond the initial isolation zone (site perimeter)?
  + Is life safety, property, or environmental damage (or potential for) critical?
  + Does the incident require more resources than are available locally or through mutual aid? If so, activate mutual aid and/or ask the **Provincial Emergency Communications Centre** (PECC) **1-306-953-4284** for assistance.
  + Will this incident attract media attention beyond the regional level and / or require public information? Early Activation of Information Officer (**Name ###-###-####)**
  + Are there regulatory, legislative, or other actions / notifications required?
  + Is the Community ECC viable and / or suitable for the scope and scale of this incident?
* If the ECC is not viable or suitable for activation, contact **[First Nation / Community]** Director of Emergency Management **###-###-#### or** designate of the closest partnering community and request use of their ECC.
* Initiate ECC staff fan-out. Ensure staff is briefed on where they are to report to and what to bring (ECC or Field location of work).

|  |  |  |
| --- | --- | --- |
| **Position** | **Phone Number** | **Radio Channel** |
| ECC Director | **###** | ## |
| Deputy ECC Director | **###** | ## |
| Liaison Officer | **###** | ## |
| Emergency Information Officer | **###** | ## |
| Safety/Risk Officer | **###** | ## |
| Operations Section Chief | **###** | ## |
| Planning Section Chief | **###** | ## |
| Situation Unit Coordinator | **###** | ## |
| Logistics Section Chief | **###** | ## |
| Supply Unit Coordinator | **###** | ## |
| Finance Section Chief | **###** | ## |
| Incident Commander (site) | **###** | ## |

* Activate Emergency Alert system and / or any other public warning methods as appropriate.
* Notify the Provincial Emergency Communications Centre (PECC) of the incident - **1-306-953-4284**
* Assess the need for a declaration of a state of local emergency (SOLE). If a SOLE is determined necessary, brief Tribal Manager (**Name** **###-###-####**) of requirement and recommend that Chief and Council make the declaration.
* In conjunction with the ECC Director/DEM and/or Incident Commander, determine, authorize and implement protective actions as necessary (shelter-in-place or evacuation, for example).
* Activate appropriate Command & General Staff positions in the ECC.
* Determine information needs and inform staff of requirements.
* Brief staff:
  + Provide a summary of current organization & emergency type.
  + Identify incident objectives and any policy directives for the management of the incident.
  + Provide a review of current incident activities.
  + Determine the time and location of first ECC Planning Meeting.
  + Provide any safety and transportation instructions.
* Establish parameters for resource requests and releases:
  + Review requests for critical resources
  + Confirm who has ordering authority within the organization.
  + Confirm those orders that require Command authorization.
* In conjunction with Emergency Public Information Officer, authorize release of information to the media.
* Establish level of planning to be accomplished:
  + Contingency planning
  + Formal planning meeting and frequency
* Ensure ECC Planning Meetings are conducted
* Ensure Command & General Staff coordination in the ECC:
  + Periodically check progress on assigned tasks of personnel.
  + Approve necessary changes to strategic goals
* Keep Tribal Manager, Chief & Council and Incident Commander informed on incident-related problems and progress.
* Document all activity in Emergency Activity Log Sheet (ICS 214).

# Wildfire Response

Wildfires are a natural hazard in any forested and grassland region. Wildfires commonly occur from April to September and can cause extensive damage and impact lives, animals, structures and culturally significant areas.  Wildfires are also seen as an integral part of the ecosystem as they remove debris from the ground, recycle nutrients back into the soil and promote new growth.Uncontrolled wildfires can endanger populated areas, threaten lives, and cause extensive damage to property. **[First Nation / Community]** wildfire response may use the following procedures.

## Alert / Warning

This means that fire threat is expected to change rapidly, and people should take all necessary precautions to evacuate on short notice.

## Evacuation

See Shelter in Place, Voluntary Evacuation and Mandatory Evacuation specific plans for procedures.

## Mutual Aid Assistance

Procedures for accessing mutual aid assistance from other municipalities, provincial government or industry are provided in the Mutual Aid Agreement section.

## ICS Forms Included for Response

* ICS 201 – Incident Briefing Form (Wildfire Specific – Section 1)
* ICS 202 – Incident Objectives (Wildfire Specific – Section 1)
* ICS 203 – Organizational Assignment List (General – Appendix A)
* ICS 204 – Assignment List (Wildfire Specific – Section 1, General Emergency Social Services – Appendix A)
* ICS 205A – Communications List (General – Appendix A)
* ICS 206 – Medical Plan (General – Appendix A)
* ICS 208 – Safety Message / Plan (Wildfire Specific – Section 1)
* ICS 214 – Activity Log (General – Appendix A)
* ICS 215A – Incident Action Safety Plan Analysis (General – Appendix A)

## Incident Briefing Form (ICS 201)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME/NUMBER** | | | **2. DATE PREPARED** | | | **3. TIME PREPARED** |
| **4. MAP SKETCH** | | | | | | |
| Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ House #: \_\_\_\_\_\_\_\_ Roads / Intersection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Temp: \_\_\_oC Wind Direction: \_\_\_ Wind Speed: \_\_\_\_/hr Humidity: \_\_\_\_ Dew Point: \_\_\_\_ Sun Rise/Set: \_\_\_\_:\_\_\_\_ | | | | | | |
| **5. SITUATION SUMMARY AND SAFETY BRIEFING** | | | | | | |
| * Location of fire? * Size of fire? * What type of fuel is the fire burning in? * Fire behavior (i.e., surface or ground fire, rate of speed)? * What's at risk (i.e., life threatening - who and where, property - location and proximity to fire)? * Manpower and equipment at fire? * Radio frequency being monitored? | | | | | | |
| ICS 201-CAN  Page 1 of 4 | **6. PREPARED BY (Name and Position)** | | | SIGNATURE | | |
| **7. CURRENT AND PLANNED OBJECTIVES** | | | | | | |
| * **Alert:** Residents, particularly those with in the proximity, are to be informed of the potential for rapid fire growth and increased smoke in the area, that precautions should be taken and to listen for updates. * **Alert Partners / Mutual Aid** * **Evacuation:** Evacuation of any part of the **[First Nation / Community]** will be carried out in accordance with the provisions of the Evacuation Plan and Reception Centre plan. * **Establish Reception Centre** * **Volunteer Assistance:** All volunteers will be directed to report to the Volunteer Centre in order to be registered before being assigned to an emergency function * Consideration of State of Local Emergency: * **Single Engine Aircraft Tanker Program (SEAT):** Assistance are actioned by SEAT as follows:   + Requests will originate with the DEM or IC   + Assistance from SEAT is achieved by contacting Provincial Emergency Communications Centre **306-953-4284** or via Provincial Public Safety Telecommunications Network (PPSTN)   + Costs incurred by SEAT will be borne by the requesting **[First Nation / Community]** | | | | | | |
| **8. CURRENT AND PLANNED ACTIONS, STRATEGIES AND TACTICS** | | | | | | |
| Time: | | Actions: | | | | |
|  | | Life safety – get those in imminent danger out of the area | | | | |
|  | | Property Conservation | | | | |
|  | | Geographic Information System (GIS) support for mapping | | | | |
|  | | Portable pumps, hose lines, sprinkler trailers | | | | |
|  | | Protection of Critical Infrastructure property (power plant, bridges / roads, buildings, etc.) | | | | |
|  | | Relocation of mobile resources where possible | | | | |
|  | | Hazards from threatened utilities | | | | |
|  | | Auxiliary lighting and power equipment | | | | |
|  | | Secure storage facilities | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
| ICS 201-CAN  Page 2 of 4 | | **6. PREPARED BY (Name and Position)** | | | SIGNATURE | |

|  |  |  |
| --- | --- | --- |
| **9. CURRENT ORGANIZATION** | | |
|  | | |
| ICS 201-CAN  Page 3 of 4 | **6. PREPARED BY (Name and Position)** | SIGNATURE |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **10. RESOURCES SUMMARY** | | | | | |
| Resources Ordered | | Resource Identification | ETA | On Scene | Location/Assignment |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
| ICS 201-CAN  Page 4 of 4 | **6 PREPARED BY (Name and Position)** | | | SIGNATURE | |

## Incident Objectives (ICS 202)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME** | | | | | **2. DATE PREPARED** | | **3. TIME** | |
| **4. OPERATIONAL PERIOD** (From Date/Time & To Date/Time) | | | | | | | | |
| **5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (Include alternatives)**   * What type of fuel is the fire burning in? * Fire behavior (i.e., surface or ground fire, rate of speed)? * What's at risk (i.e., life threatening - who and where, property - location and proximity to fire)? * Manpower and equipment at fire? | | | | | | | | |
| **6. WEATHER FORECAST** | | | | | | | | |
| Wind Speed | \_\_\_\_\_\_km/hr | Temperature - High | | \_\_\_\_\_\_\_oC | | Sunrise (24hr) | | \_\_\_\_\_\_\_\_\_\_\_ |
| Wind Direction | \_\_\_\_\_\_ | Temperature - Low | | \_\_\_\_\_\_\_oC | | Sunset (24hr) | | \_\_\_\_\_\_\_\_\_\_\_ |
| Relative Humidity | \_\_\_\_\_\_ % | Anticipated Precipitation | | \_\_\_\_\_\_\_mm | |  | |  |
| Dew Point | \_\_\_\_\_\_ | Past 24 Hours Precip | | \_\_\_\_\_\_\_ mm | |  | |  |
| **7. GENERAL SAFETY MESSAGE** | | | | | | | | |
| **8. ATTACHMENTS (Check if attached)** | | | | | | | | |
| * Organization List (ICS 203) | | * Medical Plan (ICS 206) | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * Assignment List (ICS 204) | | * Incident Map | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * Communications Plan (ICS 205) | | * Traffic Plan | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **9. PREPARED BY**  **(Planning Section Chief)** | | | **10. APPROVED BY**  **(Incident Commander)** | | | | | |
| SIGNATURE | | | SIGNATURE | | | | | |

## Assignment List (ICS 204) – Emergency Services

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Emergency Services (Fire & EMS) | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Immediate support to life saving * Mitigation & protection of structures / environment | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Airway protection (Outdoor fires should use N-95 Particulate Mask) * Regular hydration | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Assignment List (ICS 204) - Infrastructure

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Infrastructure | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Support with water hauling * Tagging hydrants * Set up of Sprinkler Trailer resources | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Airway protection (Outdoor fires should use N-95 Particulate Mask) * Regular hydration | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Assignment List (ICS 204) - Transportation

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Transportation | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Picking up community members without transportation and moving to Reception Centre | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Airway protection (Outdoor fires should use N-95 Particulate Mask) * Regular hydration | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Safety Message/Plan (ICS 208)

|  |  |  |
| --- | --- | --- |
| **1. INCIDENT NAME** | **2. OPERATIONAL PERIOD**  From: Date Time  To: Date Time | |
| **3. SAFETY MESSAGE/EXPANDED SAFETY MESSAGE, SAFETY PLAN, SITE SAFETY PLAN:**   * Smoke will limit visibility.   + Maintain situational awareness   + Maintain close contact with team leader and team * Smoke is an irritant and health hazard   + Avoid smoky environments, stay upwind where possible   + Use appropriate PPE to protect eyes and lungs   + Close doors and windows, turn off Air Conditioning or HVAC Unit * Fire can cause serious burn injuries   + Avoid flames   + Watch for sparks on clothing   + Wear flame retardant clothing where possible   + Avoid wearing synthetic fabric clothing which can melt to skin. * Safety watch should be present at all operations active fire   + The Safety Watch should monitor for changes in wind direction or fire behaviour. * Home safety   + If safe to do so and you have available set up a sprinkler on the side of your home where the fire is coming to increase humidity and potentially push fire around your property. | | |
| **4. SITE SAFETY PLAN REQUIRED?** Yes \_\_\_ No \_\_\_  APPROVED Site Safety Plan(s) Located At: | | |
| **5. PREPARED BY**  (Name and Position) | | Date Prepared: |
| SIGNATURE | | Time Prepared: |

# Flood Response

During heavy rainfall and snow melt, the flow rate of the rivers can increase.  Heavy rainfall and late snowmelt can also cause the flow rate in local creeks and streams to rise.  This can result in fast moving water and higher water levels. Change in water levels can happen very quickly and require an efficient emergency response. The DEM / ECC should refer to the Saskatchewan Water Security Agency ([link](https://www.wsask.ca/Lakes-and-Rivers/Provincial-Forecast/)) for daily updates.

**Saskatchewan Water Security Agency:**

* Main telephone is **(306) 694-3900**, during normal office hours

## High Stream Flow Advisory

This means that stream levels are expected to rise rapidly, and no imminent flooding is expected. Minor flooding in low-lying areas is possible.

## Flood Warning

Saskatchewan Water Security Agency (SWSA) issues flood warnings when it is highly probable that rivers and/or tributary levels will result in flooding in areas relative to cubic meters per second flow.

## ICS Forms Included for Response

* ICS 201 – Incident Briefing Form (Flood Specific – Section 1)
* ICS 202 – Incident Objectives (Flood Specific – Section 1)
* ICS 203 – Organizational Assignment List (General Specific – Appendix A)
* ICS 204 – Assignment List (Flood Specific – Section 1, General Emergency Social Services – Appendix A)
* ICS 205A – Communications List (General Specific – Appendix A)
* ICS 206 – Medical Plan (General Specific – Appendix A)
* ICS 208 – Safety Message / Plan (Flood Specific – Section 1)
* ICS 214 – Activity Log (General – Appendix A)
* ICS 215A – Incident Action Safety Plan Analysis (General – Appendix A)

## Incident Briefing Form (ICS 201)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME/NUMBER** | | | **2. DATE PREPARED** | | | **3. TIME PREPARED** |
| **4. MAP SKETCH** | | | | | | |
| Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ House #: \_\_\_\_\_\_\_\_ Roads / Intersection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Temp: \_\_\_oC Wind Direction: \_\_\_ Wind Speed: \_\_\_\_/hr Humidity: \_\_\_\_ Dew Point: \_\_\_\_ Sun Rise/Set: \_\_\_\_:\_\_\_\_ | | | | | | |
| **5. SITUATION SUMMARY AND SAFETY BRIEFING** | | | | | | |
| * Notifications / Activations:   + ECC   + EMAC   + Partner DEMs | | | | | | |
| ICS 201-CAN  Page 1 of 4 | **6. PREPARED BY (Name and Position)** | | | SIGNATURE | | |
| **7. CURRENT AND PLANNED OBJECTIVES** | | | | | | |
| * **High Stream Advisory:** Residents, particularly those in the floodway and flood fringe, are to be informed of the potential for rapid rising water levels, that precautions should be taken and to listen to \_\_\_\_\_\_\_\_\_ for updates. * **Flood Warning:** Residents, are to be advised to take appropriate measures to avoid flood damage and consider evacuation where deemed necessary. * **Volunteer Assistance:** All volunteers will be directed to report to the Volunteer Centre in order to be registered before being assigned to an emergency function * **Evacuation:** Evacuation of any part of the **[First Nation / Community]** will be carried out in accordance with the provisions of the Evacuation plan and Reception Centre plan. * **Situational Awareness:** Liaison Officer will be responsible for maintaining contact with SWSA by phone **306-694-3900** or webpage **(**[link](https://www.wsask.ca/Lakes-and-Rivers/Provincial-Forecast/)) to determine predicted forecasts. In the event of flooding upstream of **[First Nation / Community]** they are to determine the predicted time that peak levels will reach the area and update DEM / ECC. | | | | | | |
| **8. CURRENT AND PLANNED ACTIONS, STRATEGIES AND TACTICS** | | | | | | |
| Time: | | Actions: | | | | |
|  | | Geographic Information System (GIS) support for mapping | | | | |
|  | | Safety of potable water supply and water treatment plants | | | | |
|  | | Protection of Critical Infrastructure property (power plant, bridges / roads, buildings, etc.) | | | | |
|  | | Relocation of mobile resources where possible | | | | |
|  | | Hazards from threatened utilities | | | | |
|  | | Mobilization of dyking equipment, sand and sandbags, heavy equipment and pumps | | | | |
|  | | Auxiliary lighting and power equipment | | | | |
|  | | Secure storage facilities | | | | |
|  | | Clean-up and recovery phase planning | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
| ICS 201-CAN  Page 2 of 4 | | **6. PREPARED BY (Name and Position)** | | | SIGNATURE | |

|  |  |  |
| --- | --- | --- |
| **9. CURRENT ORGANIZATION** | | |
|  | | |
| ICS 201-CAN  Page 3 of 4 | **6. PREPARED BY (Name and Position)** | SIGNATURE |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **10. RESOURCES SUMMARY** | | | | | |
| Resources Ordered | | Resource Identification | ETA | On Scene | Location/Assignment |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
| ICS 201-CAN  Page 4 of 4 | **6 PREPARED BY (Name and Position)** | | | SIGNATURE | |

## Incident Objectives (ICS 202)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME** | | | | | **2. DATE PREPARED** | | **3. TIME** | |
| **4. OPERATIONAL PERIOD** Date From: Date To:  Time From: Time To: | | | | | | | | |
| **5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (Include alternatives)**   * Determine expected time of peak flow * Notification to potential affected areas   + Determine and support transportation needs * Determine need for Reception Centre   + Initial estimate of number of evacuees   + Initial assessment of needs * Support Operations (Fire, Public Works, etc.…) * Brief Tribal Manager > EMAC > Chief & Council | | | | | | | | |
| **6. WEATHER FORECAST** | | | | | | | | |
| River Mean Flow | \_\_\_\_\_\_\_m3/s | Temperature - High | | \_\_\_\_\_\_oC | | Sunrise (24hr) | | \_\_\_\_\_\_\_\_\_ |
| Expected River Flow | \_\_\_\_\_\_\_m3/ | Temperature - Low | | \_\_\_\_\_\_oC | | Sunset (24hr) | | \_\_\_\_\_\_\_\_\_ |
| Anticipated Precipitation | \_\_\_\_\_\_\_mm | Wind Speed | | \_\_\_\_\_\_km/hr | | Dew Point | | \_\_\_\_\_\_\_\_\_ |
| Past 24 Hours Precip | \_\_\_\_\_\_\_mm | Wind Direction | | \_\_\_\_\_\_ | | Relative Humidity | | \_\_\_\_\_\_\_\_\_ % |
| **7. GENERAL SAFETY MESSAGE**   * Rising water levels hide hazards, shores and banks become unstable * 15cm (6 inches) of flowing water can sweep a person off their feet, 20cm (8 inches) can move a small car * All responders working on or near water should be wearing Personal Floatation Devices & Helmets in addition to other PPE * Safety watch present for all water operations | | | | | | | | |
| **8. ATTACHMENTS (Check if attached)** | | | | | | | | |
| * Organization List (ICS 203) | | * Medical Plan (ICS 206) | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * Assignment List (ICS 204) | | * Incident Map | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * Communications Plan (ICS 205) | | * Traffic Plan | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **9. PREPARED BY**  (Planning Section Chief) | | | **10. APPROVED BY**  (Incident Commander) | | | | | |
| SIGNATURE | | | SIGNATURE | | | | | |

## Assignment List (ICS 204) – Emergency Services

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Emergency Services (Fire & EMS) | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Immediate support to life saving * Mitigation & Protection of Structures | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Personal Floatation Devices required in additional to PPE | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Assignment List (ICS 204) - Infrastructure

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Infrastructure | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Deployment of Sandbags * Dyking Materials * Shoring / Securing | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Personal Floatation Devices required in additional to PPE | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Assignment List (ICS 204) - Transportation

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Transportation | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Picking up community members without transportation and moving to Reception Centre | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Stay away from potential flood zones and do not place yourself in dangerous position | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Safety Message/Plan (ICS 208)

|  |  |  |
| --- | --- | --- |
| **1. INCIDENT NAME** | **2. OPERATIONAL PERIOD**  From: Date Time  To: Date Time | |
| **3. SAFETY MESSAGE/EXPANDED SAFETY MESSAGE, SAFETY PLAN, SITE SAFETY PLAN:**   * Find safe shelter right away. If you don’t have safe shelter or require assistance call \_\_\_\_\_\_\_\_\_\_\_ * Do not walk, swim or drive through flood waters. **Turn Around, Don’t Drown!** * Remember, just 15 cm (6”) of moving water can knock you down * Stay off bridges and away from roadways near fast moving water * Listen, or watch news for alerts * Get to the highest level if trapped in a building. Only get on the roof if necessary and once there is a signal for help | | |
| **4. SITE SAFETY PLAN REQUIRED?** Yes \_\_\_ No \_\_\_  APPROVED Site Safety Plan(s) Located At: | | |
| **5. PREPARED BY**  (Name and Position) | | Date Prepared: |
| SIGNATURE | | Time Prepared: |

# Severe Weather Incident Response

A severe weather event can have large impacts on communities. Such events will likely impact multiple facilities and services for a prolonged period of time. Examples of events are tornados, snowstorms, rainstorms, and prolonged extreme cold or heat.

## Blizzard

A blizzard is a severe winter storm with high winds, bitter cold, and low visibility due to blowing snow. Winter storm alerts are issued by Environment and Climate Change Canada (ECCC). A blizzard is when the following conditions are expected to last four hours or longer:

* Sustained wind speeds or gusts of 40 kilometers an hour or more.
* Widespread reduction of visibility to less than 400 meters due to snow and/or blowing snow.
* Temperatures colder than 0°C.

Blizzards can vary in length, from hours to days, and generally, form when cold polar air meets warm moist air. The severity can depend on snowpack conditions (fluffy, dry, hard packed or wet), topography and wind.

## Extreme Cold

An extreme cold warning is issued by Environment and Climate Change Canada to inform the public about cold temperatures or wind chill expected of to drop below -40oC for at least two hours.  This weather is generally caused by cold air trapped under a point of high pressure or cold air combined with wind.

## Extreme Heat

Extreme heat is typically the result of a stagnant hot airmass under a strong upper ridge, also known as high atmospheric pressure.  Strong ridges are accompanied by warm and dry weather conditions at the surface. Environment and Climate Change Canada will issue a heat warning when two or more consecutive days of daytime maximum temperatures are expected to reach 29°C or warmer and nighttime minimum temperatures are expected to be 14°C or warmer.

## Winter Storms

Winter storms are large-scale weather systems that measure hundreds of kilometers across. They are called extratropical cyclones because they form and develop outside of the tropics. These storms gather their energy from the temperature and moisture differences across the boundary where different air masses come together. The larger the differences in temperature and moisture levels across this boundary, called a front, the more energy there is available for the storms to develop.

## ICS Forms Included for Response

* ICS 201 – Incident Briefing Form (Severe Weather Specific – Section 3)
* ICS 202 – Incident Objectives (Severe Weather Specific – Section 3)
* ICS 203 – Organizational Assignment List (General – Appendix A)
* ICS 204 – Assignment List (Severe Weather Specific – Section 3, General ESS Assignments– Appendix A)
* ICS 205A – Communications List (General – Appendix A)
* ICS 206 – Medical Plan (General – Appendix A)
* ICS 208 – Safety Message / Plan (Severe Weather Specific – Section 3)
* ICS 214 – Activity Log (General – Appendix A)
* ICS 215A – Incident Action Safety Plan Analysis (General – Appendix A)

## Incident Briefing Form (ICS 201)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME/NUMBER** | | | **2. DATE PREPARED** | | | **3. TIME PREPARED** |
| **4. MAP SKETCH** | | | | | | |
| Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ House #: \_\_\_\_\_\_\_\_ Roads / Intersection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Temp: \_\_\_oC Wind Direction: \_\_\_ Wind Speed: \_\_\_\_/hr Humidity: \_\_\_\_ Dew Point: \_\_\_\_ Sun Rise/Set: \_\_\_\_:\_\_\_\_ | | | | | | |
| **5. SITUATION SUMMARY AND SAFETY BRIEFING** | | | | | | |
| * Assess the potential length of situation * Consult with Environment Canada * Sheltering needs * Service and Utility Interruptions * Road accessibility | | | | | | |
| ICS 201-CAN  Page 1 of 4 | **6. PREPARED BY (Name and Position)** | | | SIGNATURE | | |
| **7. CURRENT AND PLANNED OBJECTIVES** | | | | | | |
| * Communication to the Nation * Working with EMS & Fire for Emergency Response to locations that may be impacted * Provision of shelter | | | | | | |
| **8. CURRENT AND PLANNED ACTIONS, STRATEGIES AND TACTICS** | | | | | | |
| Time: | | Actions: | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
|  | |  | | | | |
| ICS 201-CAN  Page 2 of 4 | | **6. PREPARED BY (Name and Position)** | | | SIGNATURE | |

|  |  |  |
| --- | --- | --- |
| **9. CURRENT ORGANIZATION** | | |
|  | | |
| ICS 201-CAN  Page 3 of 4 | **6. PREPARED BY (Name and Position)** | SIGNATURE |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **10. RESOURCES SUMMARY** | | | | | |
| Resources Ordered | | Resource Identification | ETA | On Scene | Location/Assignment |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
|  | |  |  |  |  |
| ICS 201-CAN  Page 4 of 4 | **6 PREPARED BY (Name and Position)** | | | SIGNATURE | |

## Incident Objectives (ICS 202)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME** | | | | | **2. DATE PREPARED** | | **3. TIME** | |
| **4. OPERATIONAL PERIOD** Date From: Date To:  Time From: Time To: | | | | | | | | |
| **5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (Include alternatives)**   * Assess the potential length of the situation * Coordinate a damage assessment, to include infrastructure, utilities, and IT * Assess the impact on **[First Nation / Community]** operations * Assess the short- and long-term impact on **[First Nation / Community]** services * Consider the impact of long-term evacuation * Consider recovery and business continuity issues * Consult with Environment Canada as necessary * Consider if long term sheltering is required * Consider if immediate needs of people need attending to (i.e., food, clothes, lodging) * Consider how to address any service interruptions * Coordinate cleanup operations “debris management” * Road clearing equipment and sand * Coordinate Critical Incident Stress counselling | | | | | | | | |
| **6. WEATHER FORECAST** | | | | | | | | |
| Anticipated Precipitation | \_\_\_\_\_\_\_mm | Temperature - High | | \_\_\_\_\_\_oC | | Sunrise (24hr) | | \_\_\_\_\_\_\_\_\_ |
| Past 24 Hours Precip. | \_\_\_\_\_\_\_mm | Temperature - Low | | \_\_\_\_\_\_oC | | Sunset (24hr) | | \_\_\_\_\_\_\_\_\_ |
| Wind Speed | \_\_\_\_\_\_km/hr | Dew Point | | \_\_\_\_\_\_\_\_\_ | |  | |  |
| Wind Direction | \_\_\_\_\_\_ | Relative Humidity | | \_\_\_\_\_\_\_\_\_ % | |  | |  |
| **7. GENERAL SAFETY MESSAGE** | | | | | | | | |
| **8. ATTACHMENTS (Check if attached)** | | | | | | | | |
| * Organization List (ICS 203) | | * Medical Plan (ICS 206) | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * Assignment List (ICS 204) | | * Incident Map | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * Communications Plan (ICS 205) | | * Traffic Plan | | | | * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **9. PREPARED BY**  (Planning Section Chief) | | | **10. APPROVED BY**  (Incident Commander) | | | | | |
| SIGNATURE | | | SIGNATURE | | | | | |

## Assignment List (ICS 204) – Emergency Services

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Emergency Services (Fire & EMS) | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Immediate support to life saving * Mitigation & protection of structures / E=environment | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS** | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Safety Message/Plan (ICS 208)

|  |  |  |
| --- | --- | --- |
| **1. INCIDENT NAME** | **2. OPERATIONAL PERIOD**  From: Date Time  To: Date Time | |
| **3. SAFETY MESSAGE/EXPANDED SAFETY MESSAGE, SAFETY PLAN, SITE SAFETY PLAN:**   * **Severe Weather Advisory System – Environment Canada**   Severe weather watches and warnings are issued by Environment Canada. Alberta Emergency Alert and other provincial emergency alerts also disseminate warnings and watches as requested by users.  The three levels of severe weather advisory messages are:   * Weather Watch * Weather Warning * Actual Event * **Watches and Warnings**   The weather office issues, and radio and TV repeat weather watches and weather warnings. Remember - a "Watch" is advisory only. Nothing may happen but a watch could develop into a warning. Stay alert, monitor media and advisories. Remember - a "Warning" means that the event is imminent. Take precautions and listen to your radio.   * **Information**   If you require information on any watch or warning you may call Environment Canada’s Inquiry Centre at **1-800-668-6767**or email at **enviroinfo@ec.gc.ca** | | |
| **4. SITE SAFETY PLAN REQUIRED?** Yes \_\_\_ No \_\_\_  APPROVED Site Safety Plan(s) Located At: | | |
| **5. PREPARED BY**  (Name and Position) | | Date Prepared: |
| SIGNATURE | | Time Prepared: |

# Appendix A: General ICS Forms

## Organization Assignment List (ICS 203)

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME** | | | **2. DATE** | | | **3. TIME** | | **4. OPERATIONAL PERIOD**  From: Date \_\_\_\_\_\_\_\_\_\_\_Time \_\_\_\_\_\_\_\_\_\_  To: Date \_\_\_\_\_\_\_Time \_\_\_\_\_\_\_\_\_\_ | | | |
| **5. INCIDENT COMMAND AND GENERAL STAFF** | | | | | **9. OPERATIONS SECTION** | | | | | | |
| Position |  | Deputy | | | Position | | | |  | | Deputy |
| Incident Command |  |  | | | Section Chief | | | |  | |  |
| Unified Command |  |  | | | 1. Emergency Services Director | | | | | |  |
| Safety Officer |  |  | | |  | | Group | | |  | |
| Information Officer |  |  | | |  | | Leader | | |  | |
| Liaison Officer |  |  | | | 1. Emergency Social Services Director | | | | | |  |
| **6. PARTNER / ORGANIZATION REPRESENTATIVES** | | | | |  | | Reception Centre | | |  | |
| Partner | Representative | From | | |  | | Division / Group | | |  | |
|  |  |  | | |  | | Division / Group | | |  | |
|  |  |  | | | 1. Infrastructure Director | | | | | |  |
|  |  |  | | |  | | Group | | | Flood Mitigation / Response | |
|  |  |  | | |  | | Leader | | |  | |
|  |  |  | | | 1. Transportation Director | | | | | |  |
| **7. PLANNING SECTION** | | | | |  | | Task Force | | |  | |
| Section Chief |  |  | | |  | | Leader | | |  | |
| Documentation Unit |  |  | | | 1. Air Operations Branch Director | | | | | |  |
| Situation Unit |  |  | | |  | | Group | | |  | |
|  |  |  | | |  | | Leader | | |  | |
|  |  |  | | |  | | | | | |  |
| **8. LOGISTICS SECTION** | | | | |  | |  | | |  | |
| Section Chief |  |  | | |  | |  | | |  | |
| 1. Support Branch Director | |  | | | **10. FINANCE & ADMINISTRATION SECTION** | | | | | | |
|  | Supply Unit |  | | | Section Chief | | | |  | |  |
|  | Facilities Unit |  | | | Time Unit | | | |  | |  |
|  | Ground Support Unit |  | | | Procurement Unit | | | |  | |  |
| 1. Service Branch Director | |  | | | Compensation Unit | | | |  | |  |
|  | Communications |  | | | Cost Unit | | | |  | |  |
|  | Medical Unit |  | | |  | | | |  | |  |
|  | Food Unit |  | | |  | | | |  | |  |
| **11. PREPARED BY (Resources Unit)** | | | | SIGNATURE | | | | | | | |

## Assignment List (ICS 204) – Emergency Social Services

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. BRANCH**  Emergency Social Services | | | | | | | **2. DIVISION/GROUP/STAGING** | | | | | | | | |
| **3. INCIDENT NAME** | | | | | | | | **4.OPERATIONAL PERIOD** (From Date/Time - To Date/Time) | | | | | | | |
| **5. OPERATIONAL PERSONNEL**  Operations Section Chief Division/ Group Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Branch Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staging Area Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | |
| **6. RESOURCES ASSIGNED TO THIS PERIOD** | | | | | | | | | | | | | | | |
| Resource Identifier | | Leader | No. of Persons | | Contact  Cell #, radio freq. etc. | | | | | | Reporting Location, Special Equipment and Supplies, Remarks | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
|  | |  |  | |  | | | | | |  | | | | |
| **7. WORK ASSIGNMENTS**   * Establish Reception Centre   + Food   + Clothing   + Shelter | | | | | | | | | | | | | | | |
| **8. SPECIAL INSTRUCTIONS**   * Medical Treatment/ Aid (ie. Smoke Inhalation, Allergies, Asthma or other Respiratory Disease / Illness) * Security * Emotional Supports | | | | | | | | | | | | | | | |
| **9. DIVISION/GROUP COMMUNICATIONS SUMMARY** | | | | | | | | | | | | | | | |
| Function | | Frequencies | | System | | Chan. | | | Function | | Frequencies | | System | | Chan. |
| Command | Local  Repeat |  | |  | |  | | | Logistics | Local  Repeat |  | |  | |  |
|  | |  | |  | | |  | |  | |  |
| Div./Group Tactical | |  | |  | |  | | | Ground to Air | |  | |  | |  |
| PREPARED BY  (Resource Unit Leader) | | | | APPROVED BY  (Planning Section Chief) | | | | | | | | Date | | Time | |
| Signature | | | | Signature | | | | | | | |

## Communications List (ICS 205A)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. Incident Name: | | | **2. Operational Period:**  Date/Time From:  Date/Time To: | | |
| **3. Basic Local Communications Information:** | | | | | |
| Incident Assigned Position | | Name (Alphabetized) | | | Method(s) of Contact  (phone, pager, cell, etc.) |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
|  | |  | | |  |
| **4. Prepared by:** Name: Position/Title: Date/Time: | | | | | |
| ICS 205A-CAN | IAP Page | | | Signature: | |

This document may contain sensitive personal information.

Not to be posted on information boards or in documents distributed to general incident population or the public.

## Medical Plan (ICS 206)

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME** | | **2. DATE / TIME PREPARED** | | | | **3. OPERATIONAL PERIOD**  From: Date Time  To: Date Time | | | | | | |
|  | |  | | | |
| **4. INCIDENT MEDICAL AID STATION** | | | | | | | | | | | | |
| Medical Aid / Clinics / Health Centres | | Location | | | | | Contact  (number or frequency) | | Paramedics  Yes No | | | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
| **5. TRANSPORTATION (indicate air or ground)** | | | | | | | | | | | | |
| Ambulance Service | | Location | | | | | Contact  (number or frequency) | | Level of Serv. ALS BLS | | | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
|  | |  | | | | |  | |  | |  | |
| **6. HOSPITALS** | | | | | | | | | | | | |
| Hospital Name | Address  (Lat. and Long. if Helipad) | | Travel Time Air Grnd | | Contact (number or frequency) | | | Helipad Yes No | | Burn Ctr. Yes No | | |
|  |  | |  |  |  | | |  |  |  | |  |
|  |  | |  |  |  | | |  |  |  | |  |
|  |  | |  |  |  | | |  |  |  | |  |
|  |  | |  |  |  | | |  |  |  | |  |
|  |  | |  |  |  | | |  |  |  | |  |
| **7. SPECIAL MEDICAL EMERGENCY PROCEDURES** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **8. PREPARED BY**  (Medical Unit Leader) | | | | 9**. APPROVED BY** (Safety Officer) | | | | | | | | |
| SIGNATURE | | | | SIGNATURE | | | | | | | | |

## Activity Log (ICS 214)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1. INCIDENT NAME** | | | | **2. DATE PREPARED** | | | **3. TIME PREPARED** |
| **4. NAME** | | **5. ICS POSITION** | **6. OPERATIONAL PERIOD**  From: Date  Time  To: Date  Time | | | | |
| **7. PERSONNEL ASSIGNED** | | | | | | | |
| Name | | ICS Position | | | | Home Base | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
|  | |  | | | |  | |
| **8. ACTIVITY LOG** | | | | | | | |
| Time | Major Events | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
|  |  | | | | | | |
| **9. PREPARED BY (Name and Position)** | | | | | SIGNATURE | | |

## Incident Action Safety Plan Analysis (ICS 215a)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1. Incident Name:** | | | | | |
| 1. **Date/Time Prepared:** | | 3. **Operational Period:** | From: Date  To: Date | | Time  Time |
| **4. Incident Area** | **5. Hazards/Risks** | | | **6. Mitigations** | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
|  |  | | |  | |
| **7. Prepared by (Safety Officer):** Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Prepared by (Operations Section Chief)** Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |

# Appendix B: Contact Information

**Director of Emergency Management**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |

**Deputy Director of Emergency Management**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |

**Tribal Manager**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |

**Chief Financial Officer**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |

**Emergency Social Services Coordinator**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |

**Emergency Management Advisory Committee (EMAC)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Role | Cell | Email |
|  | Chair |  |  |
|  | Member |  |  |
|  | Member |  |  |
|  | Member |  |  |
|  | Member |  |  |
|  | Member |  |  |
|  | Member |  |  |

**Regional Director of Emergency Management**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |

**Regional ECC**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Residence | Cell | Email |
|  |  |  |  |