

# 1XXXXX Describe New Zealand's Coordinated Incident Management System

<b>Kaupae   Level</b>	3
<b>Whiwhinga   Credit</b>	2
<b>Whāinga   Purpose</b>	<p>This skill standard is for people who will be part of an Incident Management Team (IMT) or Coordination Centre or those who will interact with an IMT or coordination centre and require a general understanding of how incident response is managed using New Zealand's Coordinated Incident Management System (CIMS) framework.</p> <p>People credited with this unit standard are able to describe CIMS's principles, roles, structure and functions; and contribute to the establishment of situational awareness during an incident response.</p>

## Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

<b>Hua o te ako   Learning outcomes</b>	<b>Paearu aromatawai   Assessment criteria</b>
1. Describe CIMS's principles and roles in accordance with the New Zealand CIMS framework.	a. Identify the purposes of using a coordinated incident management system.
	b. Identify the three principles of CIMS.
	c. Identify principles that underpin engagement with iwi and/or Māori in response and recovery.
	d. Describe how the CIMS characteristics support multi-agency responses.
	e. Describe the roles of lead agencies and support agencies.
	f. Identify the differences between command, control, and coordination.
2. Describe CIMS's structure and functions.	a. Identify the key responsibilities of the nine CIMS functions.
	b. Describe how the CIMS principle of 'flexibility' supports a response structure.
	c. Identify the Coordination Centre used at each response level.

	d. Describe incident management facilities relevant to your organisation's role and incident level.
3. Contribute to the establishment of situational awareness during an incident response.	a. Define situational awareness.
	b. Explain how the relationship between CIMS functions supports situational awareness in a specific incident.
	c. Explain how external agencies contribute to situational awareness in a specific incident.
	d. Explain how own role contributes to establishing situational awareness.
	e. Contribute to the establishment of situational awareness during an incident response.

### **Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria**

#### *Assessment specifications:*

Assessment must comply with the latest version the New Zealand Coordinated Incident Management System (CIMS).

Assessment may occur in simulated conditions.

#### **Ngā momo whiwhinga | Grades available**

Achieved

#### **Ihirangi waitohu | Indicative content**

##### CIMS principles and roles

- Purpose of CIMS.
- When to use CIMS and who it is intended for.
- The principles of CIMS.
- Benefits of external engagement for communities, agencies, organisations, resources and relationships.
- Engaging with Iwi/Māori.
- CIMS characteristics.
- CIMS characteristics that support multi-agency response – legislative responsibilities of a multi-agency response

##### CIMS structure and functions

- Command, control and coordination.
- Unified control.
- Lead agencies and support agencies – roles and responsibilities.
- Establishing the incident management structure.
- Incident management facilities: assembly area, inner cordon, outer cordon, staging area, safe forward point and coordination centre.
- Response levels.

- Coordination centres at each response level.
- CIMS functions and responsibilities for each function.

#### Establishing situational awareness

- Definition of situational awareness: understanding the environment, the situation, likely developments and implications.
- Relationship between a common operating framework and situational awareness.
- Effects of poor situational awareness on an incident response.
- Response documents and processes: Action plan, situation report, briefings, status reports and handovers.
- Own role in establishing situation awareness: Receiving information, feeding-up/sharing information (who needs to know and how is this communicated), documenting information – storing information.

#### Rauemi | Resources

Where the resources have been updated, please refer to the latest version.

- New Zealand Government. (2019). Coordinated Incident Management System (CIMS) (3rd ed.). <https://www.civildefence.govt.nz/resources/coordinated-incident-management-system-cims-third-edition>

#### Pārongo Whakaū Kounga | Quality assurance information

<b>Ngā rōpū whakatau-paerewa  </b> Standard Setting Body	Toitū te Waiora Community, Health, Education, and Social Services Workforce Development Council
<b>Whakaritenga Rārangi Paetae Aromatawai  </b> DASS classification	Community and Workplace Fire and Emergency Management > Workplace Emergency Risk Management
<b>Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga  </b> CMR	0121

<b>Hātepe  </b> Process	<b>Putanga  </b> Version	<b>Rā whakaputa  </b> Review Date	<b>Rā whakamutunga mō te aromatawai  </b> Last date for assessment
<b>Rēhitatanga  </b> Registration	1	31 December 2029	N/A
<b>Kōrero whakakapinga  </b> Replacement information			
<b>Rā arotake  </b> Planned review date	31 December 2029		

Please contact Toitū te Waiora Community, Health, Education, and Social Services Workforce Development Council at [qualifications@toitutewaiora.nz](mailto:qualifications@toitutewaiora.nz) to suggest changes to the content of this skill standard.