

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

<b>Kaupae   Level</b>	4
<b>Whiwhinga   Credit</b>	2
<b>Whāinga   Purpose</b>	<p>This skill standard is for people who work in an Incident Management Team or within a function of a coordination centre and require operational knowledge of New Zealand's Coordinated Incident Management System (CIMS) framework.</p> <p>People credited with this skill standard are able to describe: CIMS structure, CIMS functions and their interrelatedness; the Incident Management Team, function manager roles; and the importance of planning transition to recovery phase during a 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. Explain the CIMS structure, CIMS functions and their interrelatedness.	a. Describe the relationships between the five different response levels.
	b. Describe core responsibilities of each CIMS function and their interrelatedness.
	c. Identify triggers for establishing a higher level of coordination in a response.
	d. Explain 'networked hierarchy' and how this concept supports response.
	e. Compare how the focus and requirements of the response may vary between different response levels.
2. Describe the Incident Management Team.	a. Describe the role and responsibilities of the Incident Management Team.
	b. Identify core responsibilities of Lead, Incident, Local, Regional, National and Organisation Controllers.
	c. Describe the relationship between governance and the controller.
	d. Describe the membership of the Incident Management Team and how the membership

	might change as the response escalates and deescalates.
	e. Explain why a Response Manager may be appointed.
	f. Describe responsibilities that are common across function manager roles.
3. Describe the importance of planning transition to recovery phase during a response.	a. Describe why the transition to recovery should be planned during a 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).

#### Ngā momo whiwhinga | Grades available

Achieved

#### Ihirangi waitohu | Indicative content

- Lead agencies and support agencies.
- Command, control and coordination.
- Response levels: community, incident, local, regional, national.
- The CIMS functions and responsibilities.
- Networked hierarchy.
- Response level relationships.
- Incident classifications.
- The incident management structure.
- The incident management team: roles and responsibilities
- Governance.
- The control function.
- Role and responsibilities of Lead, Incident, Local, Regional, National and Organisation Controllers.
- Response manager role and responsibilities.
- Function manager roles and responsibilities.
- Recovery in response and transition to recovery.

#### 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>Rēhitanga  </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.