

**C1**

## Outline incident response management using 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 skill 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

Hua o te ako   Learning outcomes	Paearu aromatawai   Assessment criteria
1. Outline 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 Māori in response and recovery.
	d. Explain how the CIMS characteristics support multi-agency responses.
	e. Outline the roles of lead agencies and support agencies.
	f. Identify the differences between control, command and coordination.
2. Outline CIMS's structure and functions.	a. Identify the key responsibilities of the nine CIMS functions.
	b. Explain 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 situational awareness during an incident response.	a. Define situational awareness.
	b. Explain how the relationship between CIMS roles or functions supports situational awareness during an incident response.
	c. Outline how external agencies contribute to situational awareness during an incident response.
	d. Explain how own role or function contributes to establishing situational awareness.
	e. Contribute to 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 of the New Zealand Coordinated Incident Management System (CIMS).
- Assessment may occur in simulated conditions.
- Learning outcome 3c. includes common operating picture.
- Learning outcome 3e. may include the following tasks: provide situational update (function, unit, organisation or resource level), update status boards or logs, follow communication protocols, assist with basic mapping tasks.

### 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, functions 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.
- Relationship between situational awareness and a common operating picture.
- 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: Record and relay information, update status boards or logs, follow communication protocols, assist with basic mapping tasks.
- Provide situation update: may include incident, function, unit, organisation or resource level update.

#### 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 Kouna | 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	This skill standard replaced unit standard 32158.		

<b>Rā arotake  </b> Planned review date	31 December 2029
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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.

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