

# NFPA 1026: 2024 Edition, Chapter 4 Incident Commander

Below please find what has been previously approved by the Committee on Accreditation (COA) for this level of certification. This example does not take into consideration “Document Review”, “Portfolio”, or “Other testing methods.”

If your agency selects completing their online Assessment Methodology Matrix (AMM) utilizing these test methods, our Technical Analysts may place your application under a COA meeting consent agenda bypassing the usual COA review.

The spaces identified below with an “X” must be replaced with the appropriate cognitive test item numbers (e.g. Questions 1,4,6,7,9, etc.) or the score sheet numbers under Product, Psychomotor/Process methods as score sheet numbers (e.g.- SS 101, 202, and 304, etc.).

	Knowledge-Based Assessments		Performance-Based Assessments	
	(graded after submission)		(graded in real-time as they are performed)	
Section	Cognitive (e.g. Multiple Choice, Short Answer, Discretionary Time with Resources)	Product (e.g., document or develop a budget, proposal, lesson plan)	Psychomotor (Primarily an observable physical task. e.g., don, doff)	Process (Primarily a mental or verbalized task. e.g., inspect)
4.2.1 Assume initial command of an incident or planned event, given an incident or planned event, a tactical command worksheet or other documentation, a radio or communication device, assigned resources, and the NIMS-ICS, so that the incident conditions are accurately assessed, the safety of all responders is ensured, a detailed size-up report is transmitted, an appropriate initial Incident Action Plan (IAP) is developed, resources are assigned according to the plan, and the person assuming command and his or her location are identified.				
<a href="#">4.2.1</a>		<b>X</b>		<b>X</b>
4.2.1(A) Requisite Knowledge. Agency standard operating procedures, responsibilities and authority of the IC, Command Staff and other personnel under NIMS-ICS, elements of the National Response Framework, correct strategies and tactics for various types of incidents, elements of a correct size-up report, applicable locations for an incident command post, safety factors and considerations involved with incident operations, capabilities of resources assigned to an incident or planned event, various command documentation used by the AHJ, and principles of unified command.				
<a href="#">4.2.1 (A)</a>	<b>X</b>			

4.2.1(B) Requisite Skills. Analyzing incident conditions and developing a plan of action, transmitting an accurate size-up report, filling out incident worksheets and documentation, selecting a command post location, setting up a functional command post, delegating responsibilities to other responders, coordinating operations with other response disciplines, and operating incident communications equipment.

4.2.1 (B)

**X**

**X**

4.2.2 Assume command of an established incident scene, given an incident or planned event, an initial action plan, transition documents, incident documentation, resources assigned to the incident or planned event, NIMS-ICS, and incident command and communications equipment and facilities, so that situational awareness is maintained, information is exchanged with the outgoing IC, team roles and relationships are assessed and defined, resource capabilities and relationships are assessed, coordination of jurisdictions and boundaries of agencies are defined and maintained, communications with personnel and stakeholders are established, incident objectives are communicated to internal and external stakeholders, and safety and accountability systems are implemented.

4.2.2

**X**

4.2.2(A) Requisite Knowledge. Agency standard operating procedures, responsibilities and authority of the IC, Command Staff, and other personnel under NIMS-ICS; elements of the National Response Framework; applicable strategies and tactics for various types of incidents; capabilities of resources assigned to an incident or planned event; various command documentation used by the AHJ; principles of unified command; and procedures for transferring command.

4.2.2 (A)

**X**

4.2.2(B) Requisite Skills. Conducting transfer of command meetings, analyzing incident situations and predicting future conditions, filling out incident worksheets and documentation, coordinating operations with other response disciplines, organizing large quantities of resources within an expanding ICS structure, operating incident communications equipment, and delegating responsibilities to other responders.

4.2.2 (B)

**X**

**X**

4.2.3 Manage the transfer of command at an incident or planned event, given an incident or planned event, an established command structure, an IAP, current situation status, incident resources, a command post, incident documentation, and communications equipment, so that incident information is exchanged, reports and plans for the subsequent operational period are completed, the new IC is fully briefed on the incident or planned event, and the new Incident Management Team members are identified to all personnel and stakeholders.

4.2.3

**X**

4.2.3(A) Requisite Knowledge. Who are the affected internal and external stakeholders at an incident or planned event, transfer of command procedures, and knowledge of how an incident management team functions, agency standard operating procedures, responsibilities and authority of the IC, Command Staff and other personnel under NIMS-ICS, elements of the National Response Framework, appropriate strategies and tactics for various types of incidents, capabilities of resources assigned to an incident, various command documentation used by the AHJ, principles of unified command, and identification of affected stakeholders.

[4.2.3 \(A\)](#)

**X**

4.2.3(B) Requisite Skills. Completing ICS forms, developing and reading incident scene maps, recognizing the need to expand and/or transfer command in the ICS structure, reviewing and understanding documents used for transfer of command and identifying affected stakeholders and determining perceived needs.

[4.2.3 \(B\)](#)

**X**

**X**

4.3.1 Communicate relevant information to internal and external stakeholders, given an incident or planned event, communications equipment, and internal and external stakeholders, so that key transition documents are reviewed, support staff duties are delegated, incoming resources and section chiefs are briefed, hazardous situations are communicated, and incident objectives are validated and revised.

[4.3.1](#)

**X**

4.3.1(A) Requisite Knowledge. Who are the affected internal and external stakeholders at an incident or planned event, AHJ standard operating procedures for communications, procedures for establishing communications systems, sources for communications equipment and technical assistance, the difference between relevant and irrelevant information, and communications protocols.

[4.3.1 \(A\)](#)

**X**

4.3.1(B) Requisite Skills. Identifying stakeholders and their perceived needs; communicating well, both verbally and in writing; completing ICS forms and documentation; and managing communications operations.

[4.3.1 \(B\)](#)

**X**

**X**

[4.4.1\\*](#) Develop and manage an incident management organization capable of accomplishing strategic objectives, given an incident or planned event, incident status information, ICS forms and documentation, situational awareness, a communications system, incident resources and an IAP, so that an ICS organization is established and maintained; applicable span of control is maintained through the use of Division/Group Supervisors, Branch Directors, and the Operations Section Chief positions; resources and personnel cooperating in incident objectives are obtained and managed effectively;

adjustments are made to the command structure when necessary; and the command structure remains in place until the incident or planned event is terminated.

[4.4.1](#)

**X**

**X**

4.4.1(A) Requisite Knowledge. NIMS, ICS, ICS forms and documentation; unity of command; procedures for ordering resources specific to the AHJ; communications protocols; kinds and types of resources available to the AHJ; resource management techniques, roles, and responsibilities; and authority of responders and response agencies available to the AHJ.

[4.4.1 \(A\)](#)

**X**

4.4.1(B) Requisite Skills. Completing ICS forms and documentation, operating incident communications equipment, deploying applicable resources for incident-specific functions, and determining changing incident situations and matching the ICS structure and resources to meet them.

[4.4.1 \(B\)](#)

**X**

**X**

4.4.2 Conduct a situational analysis, given an incident or planned event and event- or incident-related information, so that incident life safety risks, environmental risks, and property risks are assessed, and a clear situational picture is obtained.

[4.4.2](#)

**X**

4.4.2(A) Requisite Knowledge. Applicable strategies and tactics for various types of incidents, safety factors and considerations for incident operations, and variables and conditions that affect incident outcomes.

[4.4.2 \(A\)](#)

**X**

4.4.2(B) Requisite Skills. Performing a size-up and interpreting incident information for the purpose of verifying the effectiveness, applicability, and safety of the size-up.

[4.4.2 \(B\)](#)

**X**

4.4.3 Develop an IAP, including a safety plan component, given an incident or planned event, a situational analysis of the incident or planned event, assigned resources, and ICS forms and documentation, so that strategic objectives are defined and communicated, the incident command structure is adjusted as necessary, resources are deployed in order to meet the goals of the plan, and the plan is documented in writing in the format established by the AHJ.

[4.4.3](#)

**X**

**X**

4.4.3(A) Requisite Knowledge. NIMS, ICS, jurisdictional authority and boundaries, scope of responsibility for the IC and involved agencies, roles of various people and resources within the ICS, and safety considerations for incident operations.

<a href="#">4.4.3 (A)</a>	<b>X</b>		
4.4.3(B) Requisite Skills. Making effective decisions, conducting a size-up or analysis of incident conditions, using applicable ICS forms and documentation, prioritizing needs and actions based on rapidly changing conditions, and developing an incident safety plan.			
<a href="#">4.4.3 (B)</a>		<b>X</b>	<b>X</b>
4.4.4 Acquire workspace and resources to perform assigned duties in coordination with facilities and supply units, given an incident or planned event and the duties of the IC, so that a functional workspace is established and the resources necessary to command the incident are acquired and documented.			
<a href="#">4.4.4</a>			<b>X</b>
4.4.4(A) Requisite Knowledge. Resource requirements needed to support the IC, incident command responsibilities and capabilities, ICS forms, types of information sources, documentation methods and requirements, and communications methods.			
<a href="#">4.4.4 (A)</a>	<b>X</b>		
4.4.4(B) Requisite Skills. Using coordination skills to acquire resources, using assessment skills to determine resource needs of the branch, collecting and organizing information, and assessing workspace and resource requirements.			
<a href="#">4.4.4 (B)</a>			<b>X</b>
4.4.5 Manage the workflow process and set time schedules to accomplish duties assigned at an incident or planned event, given an incident or planned event and duties assigned to the IC, so that procedures are established for work activities, work schedules are established, staff resources to perform needed tasks are obtained, and tasks are assigned.			
<a href="#">4.4.5</a>			<b>X</b>
4.4.5(A) Requisite Knowledge. Resource requirements and position duties of the IC, time management requirements, management processes, types of information sources, schedule types and display methods, and ICS forms and specific uses.			
<a href="#">4.4.5 (A)</a>	<b>X</b>		
4.4.5(B) Requisite Skills. Managing staff, giving direction and setting goals and priorities for staff, managing time, collecting and organizing information, assessing scheduling requirements and developing a timeline for activities, and acquiring and documenting information and orders from other incident command personnel.			
<a href="#">4.4.5 (B)</a>		<b>X</b>	<b>X</b>

4.4.6 Implement and monitor incident assignments, given incident assignments, resources, situation status information, and operational procedures, so that organizational entities are established to accomplish tactical and support tasks, personnel are assigned, specific work tasks are assigned to specific individuals, applicable span of control is maintained, plans and/or assignments are modified as dictated by incident conditions, resource needs for the personnel assigned are obtained, and command and general staff are notified of changes necessary to the IAP.

<a href="#">4.4.6</a>			<b>X</b>
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4.4.6(A) Requisite Knowledge. ICS organization structure expansion procedures, communication skills, span of control procedures, tactics for the incident, accountability, and transfer of duty procedures.

<a href="#">4.4.6 (A)</a>	<b>X</b>		
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4.4.6(B) Requisite Skills. Communicating by radio and other means and knowing the accountability procedures and tactical operations specific to the incident.

<a href="#">4.4.6 (B)</a>			<b>X</b>
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4.4.7\*Coordinate IAP priorities and strategic objectives with jurisdictional Emergency Operations Center/Multi-Agency Coordination (EOC/MAC) Groups, when the EOC/MAC Groups exist, given an incident situation, resources, situation status information, and operational procedures, so that coordination of IAP strategic priorities among all jurisdictional response entities (e.g., multiple incident commanders, Area Commands) are established and resource priorities are prioritized to accomplish tactical and support tasks, IAPs and/or strategic priorities are modified as dictated by resource availability, and Command and General Staff are notified of necessary changes to the IAP.

<a href="#">4.4.7</a>			<b>X</b>
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4.4.7(A) Requisite Knowledge. ICS organization structure expansion procedures, EOC/ICS interface policies and procedures, communication skills.

<a href="#">4.4.7 (A)</a>	<b>X</b>		
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4.4.7(B) Requisite Skills. Communicating by radio and other means, knowing accountability procedures, and determining the impact of resource availability to support strategic and tactical operations specific for the incident.

<a href="#">4.4.7 (B)</a>			<b>X</b>
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4.4.8 Perform field reduction of contaminants following an incident, given an assignment to establish and operate a field reduction of contaminants site, knowledge of the level of contaminants, and approved tools, equipment, and PPE, so that the field reduction of contaminants site is established and maintained; approved PPE is selected and used in the proper manner; exposures and personnel are protected; safety procedures are followed; hazards are avoided or minimized; assignments are

completed; field reduction of contaminants is performed; and the tools, equipment, and PPE are prepared for reuse.			
<a href="#">4.4.8</a>			<b>X</b>
4.4.8 (A) Requisite Knowledge. Necessary safety precautions when working at incidents; the purpose, advantages, and limitations of field reduction of contaminants; the need for field reduction of contaminants based on the tasks performed and contamination in place; sources and hazards of carcinogens at incident scenes; field reduction of contaminants; and cleaning, disinfecting, and inspecting tools, equipment, and PPE.			
<a href="#">4.4.8 (A)</a>	<b>X</b>		
4.4.8 (B) Requisite Skills. Establishing and maintaining scene control; inspecting, donning, working in, going through decontamination while wearing, and doffing approved PPE; setting up a field reduction of contaminants site in a safe area; isolating contaminated tools, equipment, and PPE; conducting field reduction of contaminants; and cleaning, disinfecting, and inspecting approved tools, equipment, and PPE and preparing them for reuse.			
<a href="#">4.4.8 (B)</a>			<b>X</b>
<a href="#">4.4.9*</a> Identify actions for member-related physical, medical, or behavioral health problems, given a situation requiring assistance and member assistance policies and procedures, so that the situation is identified and the actions taken are within the established policies and procedures.			
<a href="#">4.4.9</a>			<b>X</b>
4.4.9 (A) Requisite Knowledge. The signs and symptoms of member-related problems (such as physical, medical, or behavioral health issues), national death and injury statistics, suicide prevention initiatives, member safety and wellness initiatives, agency policies, development of personnel resiliency, causes of personnel stress, signs and symptoms of behavioral and emotional distress, adverse effects of stress on the performance of personnel, aspects of the member assistance program, and importance of physical fitness and a healthy lifestyle to the performance of duties.			
<a href="#">4.4.9 (A)</a>	<b>X</b>		
4.4.9 (B) Requisite Skills. Communicating and recommending a course of action for a member in need of assistance.			
<a href="#">4.4.9 (B)</a>			<b>X</b>
4.4.10 Create and implement an incident demobilization plan, given an incident or planned event, an incident command structure, assigned resources and agency demobilization procedures, so that staffing requirements are identified, relationships with stakeholder organizations are maintained, life safety and			

accountability considerations are identified, and control of the scene is returned to the AHJ or other responsible party.

[4.4.10](#)

**X**

**X**

4.4.10(A) Requisite Knowledge. Jurisdictional standard operating procedures related to incident termination and demobilization.

[4.4.10 \(A\)](#)

**X**

4.4.10(B) Requisite Skills. Accurately estimating the resources that can handle the remaining functions at an incident or planned event, using applicable ICS forms and documentation, communicating demobilization information to assigned resources, and adjusting an IAP to meet incident demobilization needs.

[4.4.10 \(B\)](#)

**X**

**X**

4.4.11 Direct an after-action review and debriefing, given incident records and reports, documentation procedures used by the AHJ, and personnel who were assigned to the incident or planned event, so that the effectiveness of incident operations is measured to improve future operations, completion of incident objectives is determined, performance evaluations are discussed with subordinates and other participants, and after-incident reports are prepared and submitted according to the procedures of the AHJ.

[4.4.11](#)

**X**

**X**

4.4.11(A) Requisite Knowledge. NIMS, ICS, purpose and operation of an IAP, standard operating procedures of the AHJ, and incident reporting and documentation procedures used by the AHJ.

[4.4.11 \(A\)](#)

**X**

4.4.11(B) Requisite Skills. Using forms, programs, and equipment for documenting incident outcomes, conducting an after-action meeting, recording information during the course of a meeting, and handling people with strong or conflicting opinions.

[4.4.11 \(B\)](#)

**X**

**X**