



FEMA US&R RESPONSE SYSTEM INCIDENT SUPPORT TEAM

PLANNING PROCESS CHECKLIST	INCIDENT	REPORTING UNIT	ESF #9	FORM US&R — GUIDE B 2
DISASTER #:	OPS PERIOD:	DATE/TIME PREPARED:		UNIT LEADER:
PLANNING STEP				RESPONSIBILITY
■ Give briefing on situation status				IST Planning Section Chief
■ Give briefing on resource status				IST Planning Section Chief
■ Review strategic objectives				IST Commander
■ Plot functional and geographic boundaries				IST Operations Section Chief
■ Recommend tactics for functional and geographic boundaries				IST Operations Section Chief
■ Determine resources needed				IST Operations Section Chief
■ Specify operations facilities and reporting locations. Plot on map.				IST Operations Section Chief
■ Discuss requirements for:				IST Logistics Section Chief
• communications				
• medical				
• traffic				
• other logistical issues				
■ Finalize Incident Action Plan				IST Planning Section Chief
■ Approve Incident Action Plan				IST Commander
PREPARED BY:	APPROVED BY:		DATE:	