CONSOLIDATED INCIDENT ACTION PLAN (IMS 1001)

1. **Incident Name:**	2. **Operational Period:**	Date From:		Date To:	
		Time From:		Time To:	

3. Type of IAP: (Check ☑ appropriate boxes below)

☐ **Site-Level IAP (specify below):**	☐ **EOC-Level IAP (specify below):**
☐ Incident Command	☐ Incident Support exercised from EOC
Additional Details:	Additional Details:
	☐ Area Command exercised from EOC:
	Additional Details:
	☐ Incident Command exercised from EOC:
	Additional Details:

4. **Current Situation:**	From IMS 201

5. **Mission:**	From IMS 202

6. **Objectives for this Operational Period:**	From IMS 202

7. **Strategies to Achieve Objectives:**	From IMS 215G

a. Maintain situational awareness through regular threat assessments and exchange of information.
b. Assuming a pro-active stance with respect to being ready in the event provincial assistance for evacuations is required.
c. Resolve issues related to roles and responsibilities for managing emergencies in unincorporated communities prior to the need for provincially coordinated evacuations.

8. **Tactics (Optional):**	From IMS 215G

9. **Weather Forecast for Operational Period:**	From IMS 202

10. **General Safety Message:**	From IMS 215A or 202

11. Key Media Messages:	From IMS 202

12. Future Outlook:
a. PEOC staffing levels will be based on threat-risk assessments and the assessed need for provincial coordination. b. To be pro-active, the PEOC will likely require additional staffing during weekends and holidays

13. Briefing/Planning Cycle:
a. Daily PEOC coordinated teleconferences are being held. **b. Additional teleconferences/meetings will be determined based on need.** **c. An update was provided to the CCEM on Tue May 15, and additional briefings will be provided as required.** **d. An email update has been sent to communities that have agreed to be potential hosts, and regular updates will be provided, as necessary.** **e. A briefing to FN Grand Chiefs through AANDC has been offered on an as needed basis.** **f. Staff will be kept apprised through email updates, as needed.**

14. Organization Assignment:		From IMS 203

Command Model: (Check ☑ one)	☐ Single Command	☐ Unified Command
Incident or EOC Commander(s):		

Safety Officer:		**Operations Section Chief:**	
Information Officer:		**Planning Section Chief:**	
Liaison Officer(s):		**Logistics Section Chief:**	
Legal Advisor:		**Fin/Admin. Section Chief:**	

15. Detailed Forms (are attached as necessary - check ☑ if attached):	
☐ Incident Objectives (IMS 202)	☐ Medical Plan (IMS 206)
☐ Organization Assignment List (IMS 203)	☐ Incident Map
☐ Resources Assignment List (IMS 204)	☐ Traffic Plan
☐ Incident Telecommunications Plan (IMS 205)	☐

16. Prepared By (Planning Section Chief):		
Name:	**Signature:**	

17. Approved By (Incident or EOC Commander):				
Name:		**Signature:**	**Date/Time:**	

IMS 1001
Consolidated Incident Action Plan

Purpose: This form documents the actions developed by the Incident Commander and the Command and General Staff during Planning Meetings. When all attachments are included, the plan specifies the objectives, strategies, tactics, resources, organization, communications plan, medical plan, and other appropriate information for use in managing an incident response for the next operational period.

Structure: This IAP includes information from other IMS forms. Information may be directly inputted in designated cells (above), or attached separately (below). As IMS forms are completed throughout the Planning Cycle, this information will be included in the IAP as available/finalized.

Preparation: IMS 1001 is completed following each formal Planning Meeting, conducted by the Incident or EOC Commander and the Command and General Staff. The IAP is completed by the Planning Section and must be approved by the Incident or EOC Commander prior to distribution

Distribution: The completed IAP may be circulated electronically, in hard-copy and/or posted on a status board. Sufficient copies should be distributed to all supervisory personnel at the Section, Branch, Division/Group, Sector/Unit levels, in addition to Assisting and Supporting organizations.

Note: Should the Incident/EOC Commander or Planning Section Chief prefer, the IMS 1001 may be substituted by other IMS forms to create the IAP. In this case, the IMS 202 would become the IAP cover page and additional IMS forms attached to create a full IAP. This is particularly useful when computer/printing facilities are not readily available and forms are completed in hard-copy.

Item No	Item Title	Instructions	
1.	**Incident Name**	Print the name assigned to the incident.	
2.	**Operational Period**	Enter the start date (YYY/MM/DD) and time (using the 24-hour clock) and end date and time for the operational period, to which the form applies.	
3.	**Type of IAP**	Check the appropriate box indicating whether this is a 'Site-Level IAP, or 'EOC-Level IAP'.	
	• Site-Level IAP	If this is a site-level IAP that applies to a site-level Incident Command, check the 'Incident Command' box. Include any additional details required.	
	• EOC-Level IAP	If this is an EOC-level IAP, check the appropriate box:	
		Incident Support	• Check this box <u>if this IAP applies to Incident Support being exercises from an EOC</u> (i.e. the provision of off-site support to an incident management team (IMT) at a site or EOC). • Provide additional details as required (e.g. "Remora City EOC supporting Apex Building Collapse")
		Area Command	• Check this box <u>if this IAP applies to Area Command being exercised from an EOC</u>. • Provide additional details as required (e.g. "Remora City Area Command for Apex Building Collapse and Oakridge School Flood").
		Incident Command	• Check this box <u>if this IAP applies to Incident Command being exercised from an EOC</u>. • Provide additional details as required (e.g. "Remora City Incident Command for Main St. Flood".)
4.	**Current Situation**	Include specific information on the nature of the hazard/incident and known consequences at time of report. This may include information on: scope, casualties, hazards, current response activities, outstanding issues,	

		identified needs, etc. This information may be obtained from IMS 201 Incident Briefing (if completed).
5.	**Mission**	Enter a clear, concise statement of purpose for managing the response. This information may be obtained from IMS 202 Incident Objectives (if completed).
6.	**Objectives for this Operational Period**	Enter clear, concise statements of the objectives for managing the response. Ideally, these objectives will be listed in priority order. These objectives are for the incident response for this operational period and generally also for the duration of the incident. This information may be obtained from IMS 202 Incident Objectives (if completed).
7.	**Strategies to Achieve Objectives**	Enter clear, concise statements of the strategies to achieve objectives. These may be recorded individually for specific objectives or collectively for all objectives. When relevant, specific information on work and resource assignments may be obtained from IMS 215-G Operational Planning Worksheet. Note: Should you wish to include the Strategies and Tactics within a single chart, the form may be modified, as required.
8.	**Tactics (Optional)**	Enter clear, concise statements of the tactics to achieve objectives. Tactics should explain *how* strategies should be carried out (i.e. how resources will be deployed to achieve incident strategies). When relevant, specific information on work and resource assignments may be obtained from IMS 215-G Operational Planning Worksheet. Note: Should you wish to include the Strategies and Tactics within a single chart, the form may be modified, as required.
9.	**Weather Forecast for Operational Period**	Enter weather forecast information for the specified operational period. This information may be obtained from IMS 202 Incident Objectives (if completed).
10.	**General Safety Message**	Enter information regarding known safety hazards and specific precautions to be observed during this operational period. If available, a safety message should be referenced and attached. This information may be obtained from IMS 202 Incident Objectives and/or IMS 215-A Incident Action Plan Safety Analysis (if completed)
11.	**Key Media Message**	Enter clear and concise messages to be communicated to media. This information may be obtained from IMS 202 Incident Objectives (if completed).
12.	**Future Outlook**	Note potential future developments based on current information from the Planning Section Situation Unit and/or the most recent IMS 209 Incident Status Summary (if completed).
13.	**Briefing/Planning Cycle**	Note all command related briefings (which may include media briefings including Command) and Planning Cycle meetings scheduled within the operational period (include time and briefing title/lead).
14.	**Organization Assignment**	Enter the names of the key incident personnel (Command and General Staff, Branch Leaders, etc). The full personnel assignment list should be recorded in IMS 203 Organization Assignment List and attached as necessary.
15.	**Detailed Forms**	Attach additional IMS Forms to provide additional information, as required.
16.	**Prepared by**	Enter the name, IMS position and signature of the person preparing the form.
17.	**Approved by**	Enter the name, IMS position and signature of the person approving the form. Enter the date (YYYY/MM/DD) and time approved (24-hour clock).