

Union County Standard Operating Guidelines
Incident Command System

Incident Command System SOG 2.03

INCIDENT ADVISORY TEAM (IAT)

1. Incident Advisory Team

- a. An incident advisory team is a group of three individuals (preferably command officers) located at the strategic level of the incident management system. The team consists of an Incident Commander (IC), Support Advisor (SA), and an Incident Advisor (IA). Each of the team members has a specific set of roles and responsibilities.
- b. The incident advisory team process is designed to increase the effectiveness of command and firefighter safety at the most critical time of the incident.
- c. An incident advisory team transitions very smoothly from small-scale incidents to large incidents that require the use of a complete incident management system.
- d. An incident advisory team is an effective way to manage daily “local” incidents, provides for more effective command, results in fewer command transfers, has three officers working together as a team, and is built incrementally.

2. Roles and Responsibilities of the Incident Advisory Team Members

- a. The Incident Commander (IC) is the first member of the incident advisory team whose duties are:
 - Assumption, confirmation, and positioning of command
 - Situation evaluation
 - Communications
 - Deployment
 - Strategy, Incident Action Plan (IAP)
 - Organization
 - Review, evaluation, revision
 - Continue, transfer, terminate
- b. The Support Advisor (SA) is the second position of the incident advisory team. This is typically the second command officer (preferably experienced) to arrive at an incident. The primary responsibilities of the Support Advisor are:
 - Refine, evaluate, or change the IAP
 - Provide guidance relating to tactical priorities, fireground factors, and firefighter safety
 - Evaluate the need for additional resources
 - Assign logistics and safety responsibilities
 - Control the master tactical worksheet
 - Evaluate the fireground tactical and task level organization
 - Act as a second set of eyes and ears for the IC
 - Protect the IC from interruptions

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- c. The Incident Advisor (IA) role is the third position of the incident advisory team. This position should be filled by the Fire Chief or Assistant Fire Chief from the Authority Having Jurisdiction (AHJ). The primary responsibilities of the Incident Advisor are:
- Review and evaluate the IAP
 - Provide “big picture” expertise
 - Review and evaluate fireground/tactical organizational structure
 - Develop a strategic organization plan
 - Liaison with other agencies and elected officials
 - Do not get involved in incident tactics
 - Keep the city/community running
 - Perform other duties as necessary

3. Incident Advisory Team and Transition

Residential:

SA IC (strategic/tactical)

-----RIT

E1 E2 L1

Commercial:

IA SA IC (strategic)

(tactical)

A	Int.	Roof	B	C
E1	E3	L1	E2	E6
	E4		E5	E7

Transition, 2nd, 3rd, 4th alarm, etc:

IA becomes Command SA and/or IC becomes Operations

Traditional Incident Command Structure:

IC

Logistics Planning Operations Admin.