**NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)**

In 2003, the Homeland Security Presidential Directive #5 (HSPD-5) established the National Incident Management System (NIMS) and mandated minimum training for all persons with roles and responsibilities during an emergency incident. NIMS serves to enhance the ability to manage incidents by establishing a single, standardized and comprehensive incident management system. Developed from the best practices of incident management, this management system is designed to cover the preparation for, response to and recovery from any incident, event or emergency, regardless of the size, nature, duration, location, scope or complexity.

Cornell University utilizes the National Institute Management System (NIMS). The implementation of this system allows University personnel interoperability at all levels, and with external agencies and government at a local, state and federal level, efficiently and effectively using established concepts, principles, terminology and technologies. These include multi-agency coordination, unified command, training identification along with the management of resources and the dissemination of information.

The following table has been developed to identify required training for key University personnel within the Cornell University Emergency Management Program. Questions regarding this document and the guidance for training should be directed to the Emergency Manager at 607-255-8200 or email to askehs@cornell.edu.
### General Personnel

**General Personnel** is any person with a role in emergency preparedness, incident management or response.

**General Personnel** will complete the following two courses:

- **IS-100 HE** – Introduction to Incident Command System (ICS) for Higher Education
- **IS-700a** – NIMS, An Introduction

**General Personnel includes:**
- Emergency Coordinators
- Crisis Managers
- Facilities Services
  - Energy Management & Control System
  - Shift Mechanics
  - Transportation
- Cornell Police
  - Patrol Officers
  - Telecommunication Officers
- Environmental Health and Safety
- Threat Assessment Team

### Command Staff

**Command Staff** are personnel assigned to lead any key campus emergency management efforts, having designated roles and responsibilities.

**Command Staff** will complete the following four courses at a minimum:

- **IS-100 HE** – Introduction to Incident Command System (ICS) for Higher Education
- **IS-200 ICS** for Single Resources and Initial Action Incidents
- **IS-700a** – NIMS, An Introduction
- **IS-800.B** National Response Framework, An Introduction

**Command Staff includes:**
- Emergency Responders
  - Fire Services
  - First Responders
  - HAZMAT
  - CUEMS
- Cornell Emergency Support Function Team members

### Incident Managers

**Incident Managers** are key personnel with a leadership role in the Incident Command System. These individuals are typically required to command or manage an incident.

**Incident Managers** will complete the following two courses, in addition to the Command Staff courses:

- **ICS-300** Intermediate ICS for Expanding Incidents
- **ICS-400** Advanced Incident Command

**Incident Managers includes:**
- Cornell Police
  - Chief
  - Deputy Chiefs
  - Lieutenants
  - Sergeants
- Environmental Health and Safety
  - Associate Vice President
  - Associate Directors
  - Emergency Manager
  - Continuity Manager
  - Fire Protection & Emergency Services Manager
  - University Fire Marshal

### Executive Leaders

**Executive Leaders** will provide guidance on priorities and objectives based on situational needs and oversee coordination to support the Incident Management Team. Executive Leaders will complete:

- **G367** - Emergency Planning for Campus Executives

**Executive Leaders include:**
- President
- Provost
- Incident Executive Leadership Team members

---

*Cornell University and the NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)*