

Unit 7: Transfer of Command



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Visual 7.1
Transfer of Command

Unit Objectives

- **Describe the process of transfer of command.**
- **List the essential elements of information involved in transfer of command.**



Transfer of Command

The process of moving the responsibility for incident command from one Incident Commander to another.



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Visual 7.3
Transfer of Command

When Command Is Transferred



- It is legally required.
- It is necessary for effectiveness.
- Incident complexity changes.
- There is a need to relieve personnel on incidents of extended duration.
- Personal emergencies arise.
- Agency administrator directs a change in command.



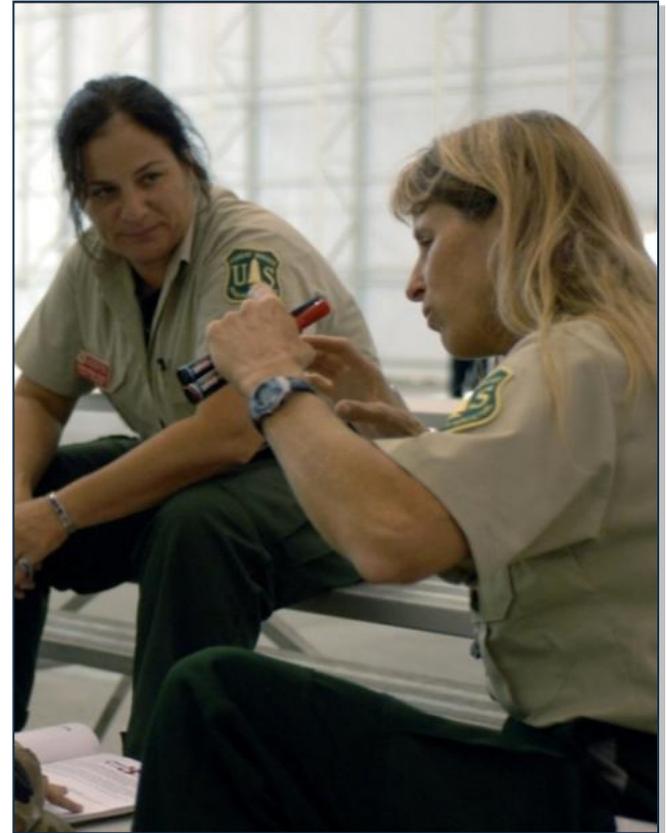
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Visual 7.4
Transfer of Command

A More Qualified Person Arrives

A more qualified individual may:

- Assume command.
- Maintain command as it is and monitor command activity and effectiveness.
- Request an Incident Commander with more experience and/or specialized training.



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Visual 7.5
Transfer of Command

Transfer of Command Procedures

Transfer of command should:

- **Take place face-to-face.**
- **Include a briefing.**

The effective time and date of the transfer should be communicated to personnel.



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Discussion Question

What would you include in a transfer of command briefing?

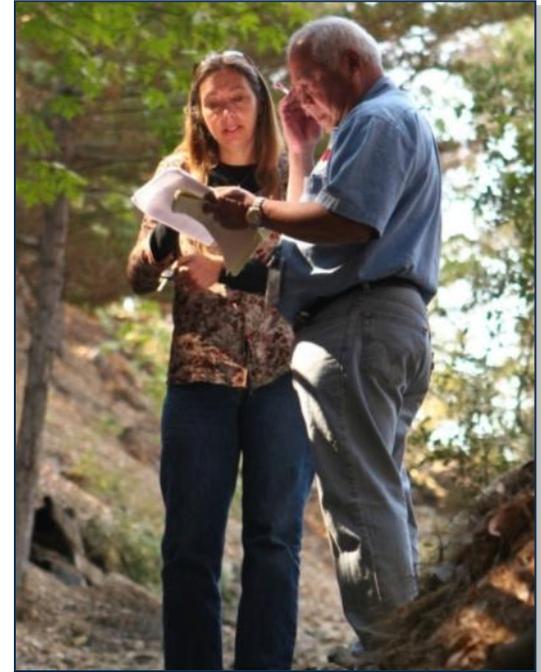


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Visual 7.7
Transfer of Command

Briefing Elements

- **Situation status**
- **Incident objectives and priorities**
- **Current organization**
- **Resource assignments**
- **Resources ordered**
- **Incident facilities**
- **Incident communications plan**
- **Incident prognosis**
- **Introduction of staff members**



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Visual 7.8
Transfer of Command

Incident Briefing Form

- In all cases, the information shared must be documented and saved for easy retrieval during and after the incident.
- The initial Incident Commander can use the ICS Form 201 to document actions and situational information.

ICS Form 201			
INCIDENT BRIEFING	1. Incident Name	2. Date Prepared	3. Time Prepared
4. Map Sketch			
<h2>Incident Briefing Form</h2>			
ICS 201 Page 1 of 4		5. Prepared by (Name and Position)	



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Visual 7.9
Transfer of Command

Activity: Transfer of Command

Instructions: Working individually . . .

- 1. Review the Emerald City Flood update provided in your Student Manual.**
- 2. Review the list of briefing elements and check the items that should be included in the transfer of command briefing.**
- 3. Be prepared to share your answer in 5 minutes.**



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Summary

Are you now able to:

- **Describe the process of transfer of command?**
- **List the essential elements of information involved in transfer of command?**



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