

Emergency Operations Centre, Level 3: Operations and Planning Functions

Course Sponsor:

Justice Institute of B.C.- Emergency Management Training

Target Audience:

People who will be required to work in the operations and planning functions of an emergency operations centre.

Course Description:

Duration: 2 Days; or 2 one-day courses, each day focusing on a specific function.

This purpose of this course is to familiarized participants with the roles and responsibilities of the EOC Operations function and the EOC Planning function; as well, provide participants with an opportunity to perform the activities and operational processes involved in both of these EOC functions.

Course Objectives:

On completion of this course, participants will be able to:

- Perform Operations and Planning function roles and responsibilities
- Participate in Operations and Planning function activities
- Coordinate their activities internally and externally at the EOC
- Participate as an effective member of the EOC Operations and/or Planning functions

Topics include:

- The purpose and roles of the Operation and Planning functions
- Suggested staffing for the Operations and Planning functions
- Organizational structure of the Operations and Planning functions and the EOC as a whole
- The important relationship between the two functions

- The need for coordination and interface with the other EOC functions and other BCERMS response levels
- Lines of authority
- What equipment, materials and systems are beneficial to these functions
- How the Operations and Planning functions effectively operate
- The two function's role in information management
- The two function's role in resource management
- Level of decision making
- Review of documentation, display boards and situation maps- appropriate to both the Operations and Planning functions

Prerequisite:

- Introduction to Emergency Management in BC
- Incident Command System Orientation I-100
- Emergency Operations Centre, Level
- Emergency Operations Centre, Level 2: Operational Guidelines

Type of Instruction:

Lecture, brainstorming, group activities and tabletop activities

Class Size:

12 Minimum; 26 Maximum

Course Location:

Courses can be delivered at various locations as agreed upon. The vast majority of Emergency Management Division courses are conducted away from the Justice Institute's campuses at locations convenient to clients and students.

Point of Contact:

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Additional Comments:

Courses are delivered on a contract basis with municipalities, provincial and federal government agencies, the private sector and non-governmental organizations.