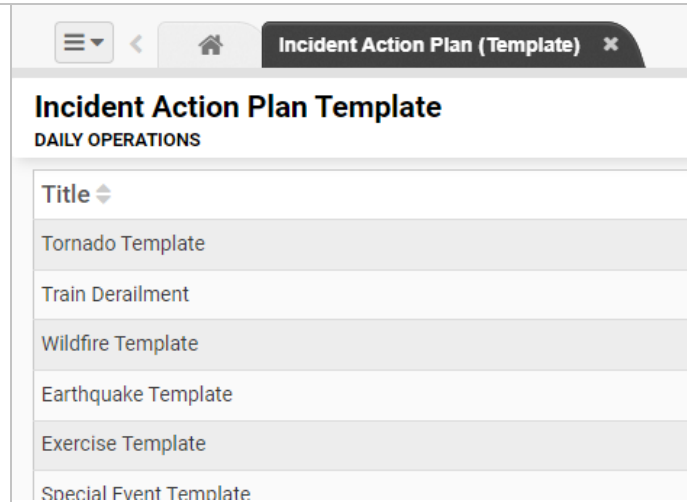


1



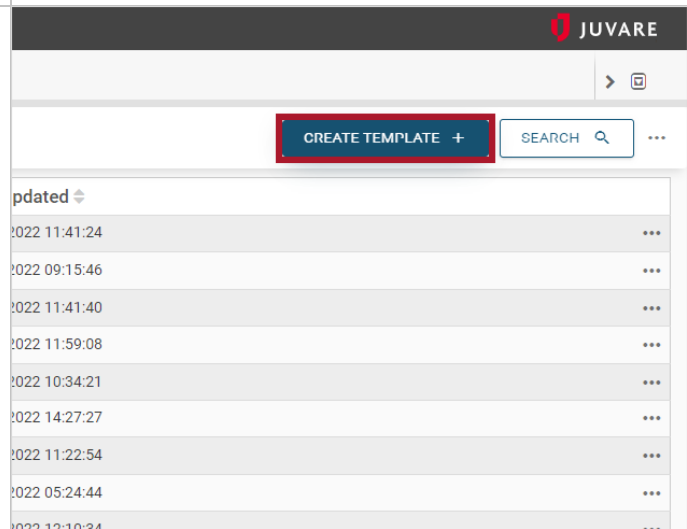
In the menu, select the **Incident Action Plan (Template)** board.



2



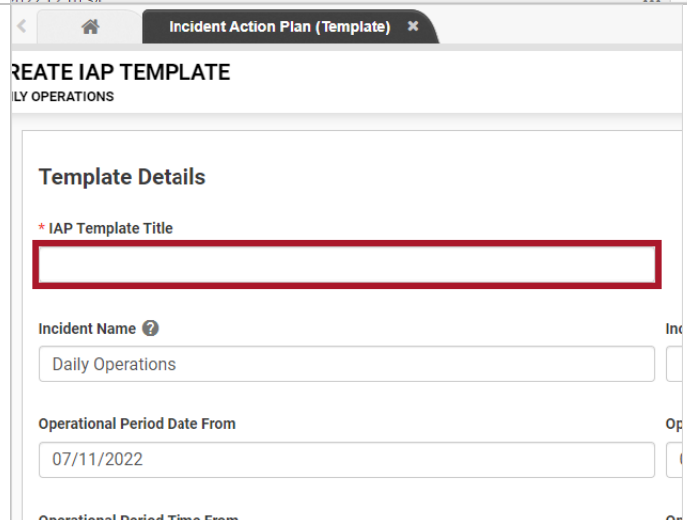
On the upper right, click **Create Template +**.



3



For **IAP Template Title**, enter a template name.



4



Enter the **Incident Number**.

Incident Number ?

Operational Period Date To

Operational Period Time To

5



Enter the **Operational Period Date and Time From**.

Incident Name ?

Operational Period Date From

Operational Period Time From

 :  PM

Please select ICS forms to include:



ICS 200 Cover Sheet



ICS 201 Incident Briefing

6




Enter the **Operational Period Date and Time To**.

Incident Number ?

Operational Period Date To

Operational Period Time To

  PM

ICS 200 Assigned Positions

ICS 201 Assigned Positions

7



Select the checkbox for each ICS form you want to include in the IAP.

☒ ICS 202 Incident Objectives

☒ ICS 203 Organizational Assignment List

☐ ICS 204 Assignment List

☒ ICS 205 Incident Radio Communication Plan

☐ ICS 205A Communications List

Page 1 of 1 ☐ Disable Refresh?

8



As appropriate, in the corresponding menu for each form, select the positions you want to assign as responsible for starting and completing the form.

ICS 200 Assigned Positions

*Gov - CMD EOC Director x

ICS 201 Assigned Positions

gov

*Gov - CMD EOC Director

Gov - CMD Incident Commander

Gov - CMD Liaison Officer

Gov - CMD Public Information Officer

Gov - CMD Safety Officer

Gov - FIN Finance/Admin Section Chief

Gov - FIN Staff

Gov - LOG Logistics Section Chief

ICS 205 Assigned Positions

9



When ready, click **Save**.

CANCEL SAVE

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