INCIDENT COMMAND SYSTEM
AH-330 Strike Team/Task Force Leader – All Hazards
Instructor Guide

The California Department of Forestry and Fire Protection
Office of the State Fire Marshal (Training)
P.O. Box 944246, Sacramento, CA 94244-2460

http://osfm.fire.ca.gov/training/SFTCurriculum
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COURSE DESCRIPTION

This course is designed to provide the skills and knowledge needed to perform in the position of Strike Team/Task Force Leader. Topics include position overview; pre-deployment responsibilities; concept of the position; resource typing standards; pre-dispatch preparation; incident responsibilities; administration; supervision; response; assignment; demobilization; tactics and safety; risk management; entrapment avoidance; wildland urban interface; case studies; scenarios; appropriate action vs. freelancing.

UNIT 1: INTRODUCTION
1-1 Orientation and Administration ..................................................................................:45
1-2 CICCS and Position Task Book ....................................................................................:30

UNIT 2: PRE-DEPLOYMENT RESPONSIBILITIES
2-1 Concept of a Strike Team/Task Force Leader ............................................................1:00
2-2 Resource Typing Standards .........................................................................................1:00
2-3 Pre-Dispatch Preparation ...........................................................................................:30

UNIT 3: INCIDENT RESPONSIBILITIES
3-1 Administration ............................................................................................................2:00
3-2 Supervision ................................................................................................................1:00
3-3 Strike Team/Task Force Response .............................................................................2:30
3-4 Assignment/Status ......................................................................................................2:00
3-5 Demobilization ..........................................................................................................:30
3-6 An Operational Period as a STL/TFL .......................................................................1:00

UNIT 4: TACTICS AND SAFETY
4-1 Risk Management ......................................................................................................2:00
4-2 Entrapment Avoidance ..............................................................................................2:00
4-3 Tactical Considerations – Wildland/Urban Interface need .......................................2:30
4-4 Tactical Considerations – Case Studies ....................................................................3:00
4-5 Scenarios .....................................................................................................................1:00
4-6 Appropriate Action vs. Freelancing ............................................................................:45

LOCAL/AGENCY SPECIFIC ISSUES AND MATERIAL ..................................................3:00
PRE-COURSE WORK ASSIGNMENT REVIEW ...........................................................:30
QUIZZES ..........................................................................................................................1:30
FINAL SCENARIO ............................................................................................................2:00
FINAL WRITTEN EXAM .................................................................................................1:00
CERTIFICATION STATEMENT

On behalf of

FIRESCOPE

The following training material meets the minimum standards prescribed for courses developed under FIRESCOPE to meet California needs for “ALL HAZARDS” ICS position specific training. This course is approved by the FIRESCOPE Board of Directors and accredited by the State Board of Fire Services. The initial curriculum was based upon NWCG training material. Agencies participating in and desiring certification from NWCG should utilize the NWCG training materials. Instructors are encouraged to use and blend specific local policies and procedures in presenting this course. The instruction is certified for interagency use and is known as:

TASK FORCE LEADER/STRIKE TEAM LEADER AH-330

Certified at Level I

FIRESCOPE ALL HAZARDS Version
ACKNOWLEDGMENTS

Special acknowledgement and thanks are extended to the U.S.D.A. Forest Service for funding the development of the original AR-330 Strike Team/Task Force Leader “ALL RISK” course.

The material contained in this updated (2016) document was compiled and organized through the cooperative effort of numerous professionals within, and associated with, the California fire service. We gratefully acknowledge the following individuals who served as the principal subject matter experts for updating this document.

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FIRESCOPE Board of Directors – For their patience and understanding in undertaking this monumental updating task.

State Fire Training – For working with the cadre in conforming to the new standards and ever changing electronic delivery formats.
INCIDENT COMMAND SYSTEM
AH-330 Strike Team/Task Force Leader – All Hazards

PREFACE

COURSE STRUCTURE

This section contains instructions and information essential in making an effective presentation. This section should be read thoroughly prior to the course presentation. These instructions are specific for this course, All-Hazards Strike Team/Task Force Leader, AH-330.

All-Hazards Strike Team/Task Force leader, AH-330, is a 32-hour course designed to meet the training needs of a Strike Team/Task Force Leader to manage all hazards incidents.

The course is designed to be presented in a lecture/discussion format with group exercises. This course meets the AH-330 training requirements of the California Incident Command Certification System (CICCS) for the position of Strike Team/Task Force Leader. This course does not cover agency specific issues or agreements in detail. Agency specific topics should be covered based on your target student group utilizing subject matter experts (Cal OES, CAL FIRE, etc.).

For an individual to become certified as a Strike Team/Task Force Leader, the individual must also meet the other training and experience prerequisites as set forth in the most current version of the CICCS Qualifications Guide.

This course is approved by FIRESCOPE, STEAC and the State Board of Fire Services. All material is available through State Fire Training.

Additional copies of this publication may be ordered from:

The California Department of Forestry and Fire Protection
Office of the State Fire Marshal (Training)
http://osfm.fire.ca.gov/training/SFTCurriculum

This section contains instructions and information essential in making an effective presentation. This section should be read thoroughly prior to the course presentation. These instructions are specific for this course.

Description of the California Incident Command Certification System

After Action Reports from incidents in the early 1990’s cited ICS training deficiencies that may have led to near misses, accidents and injuries. To address this concern, a meeting was held in 1995, with 230 representatives from the State Fire Marshal’s Office (SFMO), California Offices of Emergency Services (Cal OES), Cal Chiefs and State Training Officers to discuss the use and implementation of ICS and to discuss the creation of a system to standardize certification and qualifications for ICS positions specific to California.
After the October 1996 Calabasas fire, a task force of the involved agencies developed the Calabasas Fire Report. A total of 56 recommendations were presented to enhance fire agencies’ capability to combat wildland fire incidents and provide for the safety of personnel. There was an agreement by the agencies that the 12 highest priority recommendations be forwarded to FIRESCOPE for review and implementation statewide.

In April of 1997 the Cal OES Fire & Rescue Service Advisory Committee/FIRESCOPE Board of Directors were presented with the findings of the Calabasas Fire Report. Three of the recommendations involved “Development of qualifications & experience requirements for all firefighters responding to mutual aid wildland/urban interface incidents.”

In June 1997, Art Cota, the Training Chief for the SFMO presented a recommendation to the FIRESCOPE Board of Directors that “The Board of Directors should appoint members to a working group chaired by SFMO to develop standards for all-risk incident management using the National Wildfire Coordinating Group (NWCG) Positions Qualification Guide or PMS 310-1 as a model.” In October 1997, Cal OES Fire & Rescue Service Advisory Committee/FIRESCOPE Board of Directors, “Agreed the SFMO should lead the development of State of California Incident Management Certification and Qualification for the State.”

In 1998 the California Incident Command Certification System (CICCS) Task Force was established with representatives from across the State. In 1999, the CICCS Task Force presented recommendations to the State Board of Fire Services (SBFS) who agreed on the following elements:

- Voluntary fire department participation
- Historical recognition of prior experience
- Specific system components
- Use of NWCG 310-1 as a base document

The SBFS, Cal OES Fire & Rescue Service Advisory Committee and the FIRESCOPE Board of Directors adopted CICCS In November 2000. State Fire Training (SFT), and the Governors’ Office of Emergency Services Fire & Rescue Branch implemented the system in August 2002.

The CICCS Incident Qualifications Guide recognizes the need to provide the California Fire Service with a document that captures the NWCGs direction on wildland fire and National Incident Management System (NIMS) all-hazards certification and qualification requirements. CICCS recognizes the California Fire Service must provide a broad spectrum of services consistent with their all-hazards mission. CICCS recognizes the voluntary nature of this program and the difference in the mission of local government from federal and state wildland fire agencies. The SBFS and the Cal OES Fire and Rescue Services Advisory Committee/FIRESCOPE Board of Directors have endorsed the Guide.
It is the intent and goal of the SFMO that CICCS enhance the abilities of our state’s firefighters to adequately prepare themselves for response to all types of incidents by clearly identifying certification criteria. The system is designed to be managed at the local, regional, and state levels. CICCS provides a road map for new resources to be certified as well as recognizing those individuals who have already completed equivalent training, have had the appropriate training and are already functioning at these levels.

The authority to establish the CICCS Task Force is found in the California Public Health and Safety Code, Chapter 1, Division 12, Part 2, Article 2, Section 13141. The Task Force is a sub-committee of the SBFS. The SBFS plays a major role in providing a state-level focus for resolving fire prevention and control issues affecting the entire fire service. The Board is chaired by the State Fire Marshal and comprised of representation from fire service labor, Fire Chiefs, fire districts, volunteer firefighters, city and county governments, CAL FIRE, Cal OES, and the insurance industry. The SBFS serves in an advisory capacity in such areas as the development of technical and professional performance standards for training fire service personnel, curriculum accreditation, establishing policy for the certification system for the California fire service, and other issues of concern and importance. The SFMO has delegated the administration of CICCS to SFT. SFT is the state certifying entity and serves on the CICCS Task Force (CICCS TF). The CICCS TF also functions as The Peer Assessment for CICCS Evaluation Committee (PACE V), which is responsible for reviewing and certifying applications for ICS positions at the state level and making recommendations for certification to SFT. This process outlined in the SFT Procedures Manual.

CICCS is a performance based qualification system and is not rank based. Qualification is based upon completion of required training and successful position performance demonstrated by completing the applicable Position Task Book (PTB) on incidents, events, job activities, simulations, exercises, or classroom activities.

**Training Courses:**
The components of training courses must include an approved quality curriculum, combined with a qualified instructor, and the issuance of proper completion certificates.

**NOTE:** Required Training cannot be challenged and must be completed prior to initiating a PTB. There is one exception to the completion of required training prior to the issuance of a PTB. This exception is for Command and General Staff positions that require the successful completion of O-305, S-420, S-520 (CIMC/AAIM), and S-620.

**Position Task Books (PTB):** contain the minimum critical Competencies, Behaviors and Tasks required to become certified for an ICS position. PTB’s have been designed in a format, which will allow documentation of a trainee’s ability to perform each task. Successful completion of all tasks required of the position, as determined by an evaluator, will be the basis for recommending certification.
Certification: The process whereby the State Fire Marshal’s Office confirms through the issuance of a certificate that an individual has met the required coursework and documented experience.

Qualification - The qualification process is a twofold process. First, the CICCS Peer Review Committee must certify an individual for the position applied for by determining that the required experience and prerequisites meet CICCS minimum standards. Second, the sponsoring chief/administrator confirms that the individual applying to be qualified meets the sponsoring department/agency’s physical fitness requirements, the need for additional qualified personnel in a given position, and other criteria deemed necessary by the sponsoring department/agency.

INSTRUCTOR REQUIREMENTS

INSTRUCTOR PREREQUISITES

Instructors must be good facilitators and demonstrate good instructional skills. It is required that these individuals have attended instructor training courses as defined and established by State Fire Training Instructor Qualifications Guidelines. Certificates will only be issued through State Fire Training. The use of FIRESCOPE or other certificates will not be allowed.

In addition to the State Fire Training Instructor Qualifications, instructors must also be fully qualified as a Division/Group Supervisor, as outlined in the CICCS Qualifications Guide, who have several years of experience in the position of Division/Group Supervisor. Instructors who previously taught the December 2002 AR-330 version can instruct this course.

NOTE: The ideal situation for presentation of this course is to have several well-qualified instructors from different agencies. Instructors should have an ALL HAZARDS background. A team teaching format is recommended and the use of guest speakers from CAL OES, CAL FIRE, FEDERAL and local government agencies should be considered.

TRAINEE TARGET GROUP

This course is intended for individuals who have shown an interest, demonstrated the necessary skills, and met all the prerequisites, including established minimum training in CICCS, skills, knowledge, experience, and physical fitness requirements for the position of Strike Team/Task Force Leader ALL HAZARDS. It is recommended that all students take S-290 Intermediate Fire Behavior prior to this class.
EVALUATION

The instructor will evaluate the individual trainees as they participate in the group activities. A set of criteria should be made up by each individual instructor to accomplish this task. This criteria should include:

1. Participation by each individual in the group
2. Goal oriented methods of reaching the objective of the exercise
3. Knowledge of subject matter
4. Verbalizing and cooperative sharing of ideas
5. Development and discussion of alternatives
6. Demonstration of leadership vs. passive participation

Units 2, 3 and 4 include written quizzes. The cumulative passing score is 80%. The use of reference material in completing the quizzes is recommended. The course also includes a final examination covering all units. The final exam is multiple-choice, true/false closed book. A passing score is 80%.

CLASS REQUIREMENTS AND SPACE

The characteristics of the classroom and support facilities have a great impact on the learning environment and the instructor's success or failure. For this course, it is advisable for the instructor to adhere as closely as possible to the following guidelines:

EQUIPMENT

(1) Computer and audio/visual equipment to present PowerPoint® presentations
(2) Appropriate video equipment and screen including sound

Note: This curriculum was developed using PowerPoint. Use of other presentation media will require conversion.

MATERIALS

The following materials should be obtained to successfully conduct this course.

(1) Instructor Guide is in electronic PDF format and must be downloaded
(2) Print the files in the Print File folder for each student
(3) Samples of ALL HAZARDS Incident Action Plans
(4) Pre-Course Work (to be mailed to Students 30 days prior to course)
(5) Student Manual is in electronic PDF format and must be downloaded
(6) Strike Team/Task Force Leader Position Task Book (PTB) [included in Student Manual]
(7) Whiteboard, easel chart, office supplies

**Required Student Reference:**

Field Operations Guide (FOG) ICS 420-1 (Most current edition)
Interagency Incident Response Pocket Guide, NFES 1077 (Most current edition)

**NOTE:** It is recommended that instructors have a cache of the most current publications of the above references. References can be checked out, purchased, or both at the discretion of the instructor.

Student references may be obtained from the following sources:

- California Department of Forestry and Fire Protection
  California State Fire Training
  1131 S. Street, P.O. Box 944246
  Sacramento, CA 94244-2460
  Phone: (916) 445-8200
  FAX: (916) 445-8162

- Field Operations Guide (FOG) ICS 420-1 (Available electronically via App for Smartphones)

  FIRESCOPE
  Support Services Manager
  Operations Coordination Center
  P.O. Box 55157
  Riverside, CA 92517

- Incident Response Pocket Guide, NFES 1077

  National Interagency Fire Center
  Great Basin Cache Supply Office
  3833 South Development Avenue
  Boise, ID 83705
  Phone: (208) 387-5104
  FAX: (208) 387-5573/48
INTRODUCTION TO THE MANUAL

This publication is intended to serve as an instructor guide and includes lesson plans, student activities, and quizzes. Suggested application methods have been identified throughout the lessons for you to use during your presentation.

INSTRUCTOR GUIDE

Material on these pages is intended to serve as an outline of instruction in lesson plan form. For each topic identified in the course outline, a lesson plan has been developed that contains: a time frame, level of instruction, behavioral objective, materials needed, references, preparation statement, and lesson content.

- **TIME FRAME**: The estimated duration required for in-class presentation.
- **LEVEL OF INSTRUCTION**: Identifies the instructional level which the material was designed to fulfill. Obviously, you have the latitude to increase the level based on available time, local conditions, and the students' apperceptive base.
- **BEHAVIORAL OBJECTIVE**: The behavioral objective is a statement of the desired student performance at the end of instruction. You must ensure that enough information is given in the presentation and/or activities to enable the student to perform according to the goal.
- **MATERIALS NEEDED**: This should be a complete list of everything you will need to present the lesson, including visual aids, quizzes, and so on.
- **REFERENCES**: These are the specific references the curriculum development team utilized when developing the lesson plan. In addition, references may be listed as additional study aids for instructors to enhance the lesson -- books, manuals, bulletins, scripts, visual aid utilization plans and the like.
- **PREPARATION**: The motivational statements in this section connect the student with the lesson plan topic through examples or illustrations relating to their occupation, injury, and even mortality. You may modify this section to better fit your students' environment.
- **LESSON CONTENT**: Includes information utilized in the four-step method of instruction.

<table>
<thead>
<tr>
<th>TECHNICAL LESSON PLANS</th>
<th>Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presentation</td>
<td>Everything the student participates in</td>
</tr>
<tr>
<td>Everything you say or display</td>
<td>Questions</td>
</tr>
<tr>
<td>Content</td>
<td>Classroom Exercises</td>
</tr>
<tr>
<td>Notes</td>
<td>Audiovisual Cues</td>
</tr>
</tbody>
</table>
PRE-COURSE ASSIGNMENT AND KEY

- You will need to either make copies, email or electronically share with students prior to class.
- Have copies on hand at the beginning of class for those who did not previously receive it.

STUDENT SUPPLEMENTAL

This is a digital document containing PDF copies of the PowerPoints, student information sheets, student activity information, and supplemental information the course developers felt would contribute to the success of a Strike Team/Task for leader candidate.

FINAL SCENARIO AND KEY

- You will need to make student copies.

WRITTEN EXAMS

- Course quizzes/final exam masters – you will need to make student copies.
- Collect once reviewed – do not let students keep these exams.

REFERENCES

- Field Operations Guide (FOG), ICS 420-1, FIRESCOPE
- Incident Response Pocket Guide, NWCG
- Multi-Agency Coordination System: Resource Designation System (MACS) 410-2, FIRESCOPE
- Task Force/Strike Team Leader, S-330, NWCG
COURSE SCHEDULE

Day One

Unit 1  Introduction
Topics: Orientation and Administration
        CICCS and Position Task Books

Unit 2  Pre-Deployment Responsibilities
Topics: Concept of a Strike Team/Task Force Leader
        Resource Typing Standards
        Pre-Dispatch Preparation
        Unit 2 Quiz

Unit 3  Incident Responsibilities
Topics: Administration
        Supervision

Day Two

Pre-Course Work Assignment Review

Unit 4  Incident Responsibilities
Topics: Strike Team / Task Force Response
        Assignment / Status
        Demobilization
        An Operational Period as a STL/TFL

Day Three

Unit 3 Quiz

Unit IV  Tactics and Safety
Topics: Risk Management
        Entrapment Avoidance
        Tactical Considerations – Wildland/Urban Interface

Day Four

Unit IV  Tactics and Safety
Topics: Tactical Considerations– Case Studies
        Scenarios
        Appropriate Action vs. Freelancing
        Unit 4 Quiz
        Local / Agency specifics and material*
        Final Scenario
        Final Examination
*NOTE: Local/Agency Specific issues must be incorporated into the course schedule based upon availability of subject matter experts. Agreements and procedures change and they are not covered in the curriculum. It is recommended that you contact CAL OES and have a field Assistant Chief deliver the current Strike Team / Single Increment / Overhead refresher training in order to receive the current information regarding agreements and proper reimbursement procedures. A time slot of 2 hours has been incorporated into the 32 hours of course time.