

CONTINGENCY PLANNING ANALYSIS (ICS 232)

1. Incident Name:	2. Contingency Period:	LOGISTICS SUMMARY (LS)
3. Plan Title:		
4. Medical Plan:		
<input type="checkbox"/> Contingency ICS 206 completed by MEDL		
5. Base Camp, Staging and Drop Points		
6. Travel Plan and Fuel Considerations		
7. Suppression Water Supply		
8. Ordering:		
9. Other: _____		
Other: _____		
Other: _____		
10. Communications Infrastructure and Contingency Frequencies:		
<input type="checkbox"/> Contingency ICS 205 completed by COML		
11. Type of Frequency Needed:	# Needed	Notes
Command		
Tactical		
Air / Ground		
Support		
Other		
ICS 232	12. Prepared by: _____ Date: _____ Time: _____	13. Approved by Logistics Chief: _____ Date: _____ Time: _____
		14. Pages(LS): __ of __

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1. Incident Name:	2. Contingency Period:	CIVILIAN SUPPORT PLAN (CSP)
3. Plan Title:		
4. Emergency Operations Centers(EOC):	Contacts:	
5. Emergency Medical Services/Hospitals:		
6. Transportation/Roadway Infrastructure:		
7. Potable Water Supply:		
8. Shelter, Care and Food:		
9. Utilities:		
10. Cellular/Digital Services:		
11. Jurisdiction Summary Impacts		
Jurisdiction Name:		
Pop. Evacuated/Sheltered in Place:		
# Structures Threatened		
Critical Infrastructure Impact (Utilities, Water, Cell)		
Major road closures		
EOC activated		
12. Cooperator and Stakeholder Priorities/Considerations for Critical Infrastructure and Key Resources:		
ICS 232	13. Prepared by: _____ Date: _____ Time: _____	14. Approved by IC or Liaison Officer: _____ Date: _____ Time: _____
		15. Pages(CSP): ___ of ___

CONTINGENCY PLANNING ANALYSIS (ICS 232)

1. Incident Name:	2. Contingency Period:	Contingency Action Guide (CAG)
3. Plan Title:		
4. Activation Authority:		
5. Level of Organization:		
6. Management Evaluations Point (MEP) / Decision Point (DeP):		
7. Leader's Intent / End State Summary:		
8. Contingency Action Steps / Guidelines:		
ICS 232	9. Prepared by: _____ Date: _____ Time: _____	10. Approved by: _____ Date: _____ Time: _____
11. Pages(CAG): ___ of ___		

CONTINGENCY PLANNING ANALYSIS (ICS 232)

ICS 232

Contingency Planning Analysis

Purpose. The Contingency Planning Analysis summarizes and communicates a contingency plan as developed by the Incident Commander, Operations Section Chief or designee for an existing incident or planned event. For planned events the ICS 232 is intended to provide an alternate, contingency or emergency planning tool as a supplement to the primary plan or IAP. For incidents, the ICS 232 can be used to document contingency planning decisions for the current operational period or any period where control objectives have been established and are valid. The plan will be considered for activation when a Management Evaluation Point(MEP) or Decision Point(DeP) occurs.

Contingency Plan: A plan for major contingencies that can reasonably be anticipated in a geographic or functional area(s) of any ICS Command and General Staff position down to the unit level for a defined time period. A contingency plan supplements or changes an Incident Action Plan(IAP) by identifying decisions point(s), impacts, and changes to objectives, strategies and work assignments with supporting movement and/or ordering of resources.

Management Evaluation Points (MEP) or Decision Point(DeP): A point in space and time when the Incident Commander, Operations Section Chief or designee anticipates making a key decision concerning a specific course of action based on a specific precipitant event, action or incident condition. Decision Points or Management Evaluation Points are clearly specified incident conditions that, when reached, prompt a predefined modification to existing incident management actions, or initiate the implementation of new strategies and/or tactics. Note: Different terms may be established by agency, i.e. "Management Action Point" which also meet intent of definition.

Operational Responsibility Areas: Shaded areas on a map which identify the geographic responsibility areas of Branches and Divisions. These shaded areas should be anchored at the Branch/Division break symbols and cover those geographic areas which the Branch and Divisions are responsible for, (ie WUI areas, tactical patrol, drainages, ridges, rivers, etc.)

The ICS 232 identifies the applicable time period for the contingency plan, the MEPs/DePs, the resulting impacts or threats, followed by contingency objectives and the strategic planned response. The activation authority is identified as part of the plan.

Preparation. The form is intended to be modular and scalable to accommodate the contingency planning needs of any incident and planned event. The standards components and key elements of a contingency plan are identified by this form's individual sections. However, a jurisdiction or agency may need to alter this baseline template for their specific needs.

Step 1(Optional): Complete 232-Initial Checklist (2 pages) as an overall analysis of impacts based on specific defined MEP/DeP. This worksheet is intended as a brief exercise to identify critical impacts and the components of the plan needed to address them. Establish next steps and products for plan in "Remarks" section.

Step 2: Based on initial analysis, the identified components of the plan will be completed. The ICS 232 Cover and Map are intended to be the minimum components of a completed ICS 232. The subsequent sections are intended to provide additional components which supplement the plan as appropriate and needed. If additional pages are needed for any one component, that section's page can be duplicated. Furthermore, other ICS forms may be used to supplement or complete the plan.

- ICS 232 Cover: The basic component of the form is initiated and completed by the IC, OSC or designee when needed to document contingency planning following the Strategy and Tactics Meetings.
- Map (M): Development and communications of contingency planning are facilitated by visual geospatial references. A map produced by PSC, GISS and/or DPRO is foundational to an efficient and effective contingency planning process.
- Resources Summary (RS): Completed by OSC with assistance by PSC following the ICS 232 process in a Tactics Meeting or other agreed time. The form is not intended for the GACC.
- Evacuation Plan (EP): Law Enforcement as part of or in coordination with Operations as Deputy Operations Section Chief (Law), Law Enforcement Liaison Officer (LELO) or designee will complete this form. This component of the 232 may be replaced by an alternate Evacuation Plan form as appropriate for impacted jurisdictions. A Repopulation Plan should be considered concurrently with any plan to issue Evacuation Orders and Warnings.
- Logistics Summary (LS): LSC and/or designees will input and complete this form in coordination with Operations. Assistance and input from all Logistics Units will be needed for completion of ICS 232 (RS).
- Civilian Support Plan (CSP): The IC, LOFR or designee will complete this form in coordination with cooperating agencies, stakeholders and Operations.
- Contingency Action Guide (CAG): Final 232 component, if used, serves to summarize and communicate key actions and guidelines as determined by full 232 analysis to current IAP operational resources. Component may be

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inserted into an IAP or used as reference by Activation Authority or designee(s) to guide specific steps when the MEP/DeP occurs.

Distribution. The briefing of the contingency plan is provided at the Planning Meeting for approval by the Incident Commander. Upon approval by IC, the plan may be distributed to Command and General Staff as deemed appropriate to facilitate the activation of the contingency plan and ordering of resources when the MEP/DeP occurs. All contingency maps and plans should be assumed confidential and not distributed unless distribution is authorized by the IC.

Notes:

- If multiple pages are needed, use any blank page of the 232 and repaginate as needed.

Block Number	Block Title	Instructions
INITIAL CONTINGENCY PLANNING WORKSHEET		
NA		<ol style="list-style-type: none"> 1. Identify MEP/DeP using specific language meeting definitions of term. 2. Prepare and utilize initial map(s) and references needed to answer questions. These map and references should identify populations, areas, infrastructure, travel routes, logistical support locations, etc. which may be impacted or threatened by MEP/DeP. 3. Answer each question by checking the line "Y" or "N." 4. Use "Remarks" section to address next steps in planning process and required components of the plan. Determine and define staff needed to complete plan. Set a timeline for completion of final 215C components.
ICS 232 Cover (C)		
1	Incident Name	Enter the name assigned to the incident.
2	Contingency Period	Contingency period may defined by: <ol style="list-style-type: none"> 1. Date/time range. Enter the start date (month/day/year), time (using the 24-hour clock) 2. Future operational periods (i.e. "More than 2 days of current Op. Period." 3. As appropriate for incident or planned event. For planned events the operational period will likely include the operational period of the IAP. For emergency incidents, the IC, OSC or designee will determine description of the contingency period which is appropriate for the plan.
3	Plan Title	Enter a title for plan. Specific titles are essential when multiple contingency plans are developed and clarity is needed during activation of one.
4	Activation Authority	Identify the ICS position authorized to activate the contingency plan
5	Level of Organization	Identify level and identifier of Operations organization impacted by contingency plan. (i.e. Operations, Zone, Branch, Division/Group)
6	Management Evaluation Points or Decision Points	See definitions. Define specific incident conditions that, when reached, prompt consideration of modification to existing fire management actions, or implementation of new strategies and/or tactics. Describe specifically the conditions, which can be multiple, which will cause the contingency plan to be considered or executed.
7	Threat Assessment Summary	Describe strategic and critical consequences of Decision Points in terms of impacts or potential threats to populations, structures, communities, infrastructure, commerce/business, environment, cultural and archeological sites. Include impact to control objectives and expected date of containment. Attach additional pages as needed or use Civilian Support Summary to details for individual jurisdictions.
8	Leaders Intent/Objectives	Document contingency priorities, changes to objectives, new objectives and key management work assignments as directed by position with authority for activation. Check all boxes that apply and detail in narrative if needed.
9	Special Hazards Risk/ Management Analysis	Identify significant hazards realized as a result of the MEP/DeP with direction to develop an ICS 215A and/or revised ICS 206. Summarize the risk management plan appropriate the specific MEP/DeP.
10	Contingency Narrative/End State	Document a narrative of the end state of the contingency plan after implementation. Consider the need for additional contingency planning to address subsequent MEP(s) and DeP(s) and to ensure the planned event or incident is placed under control.
11	Attachments	Check the boxes of the components of the contingency plan. Specify the map name and ICS form is not specified already.
12	Impacted Jurisdictions/Contacts	List any jurisdictions, not in unified command, which are impacted by the MEP/DeP along with contact information.
13	Prepared by • Name/Title	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).

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	<ul style="list-style-type: none"> • Date • Time 	
14	Approved by <ul style="list-style-type: none"> • Name/Title • Date • Time 	Enter the name of the Incident Commander, Operations Section Chief or designee approving the plan. Enter date (month/day/year) and time prepared (24-hour clock).
15	Plan Pages # Total	Enter the page number on first line. Enter the total number of ICS 232 pages, inclusive of all components, for the contingency period on the second line (i.e. 1 of
Map (M)		
1-3	Repeat from ICS 232 Cover	
4	Map Title	Enter map title
5	Map Date	Enter map date
6	Map Description	Enter map description, if relevant (i.e. geographic location, Branch/Division, Emergency)
7	Map	Place map. Attach additional map pages as needed. Contingency Plan maps should identify the breaks, lines and shaded Operational Responsibility Areas of the Divisions and Branches both for pre-contingency and post-contingency.
8	Map Produced By	Enter name and position of person who produced map.
9	Map Page	Enter the map page number on first line. Enter the total number of map pages on the second line (i.e. 1 of 3).
Resource Summary (RS) (Prepared by OSC or designee with assistance from PSC)		
1-3	Repeat from ICS 232 Cover	
4	Branch/Division/Group	Enter the Branch, Division or Group of the work assignments from the current operational period IAP and any the new ones which would be activated by the contingency plan.
5	Strategy Statement, Work Assignments	Define a strategic statement which provides intent and purpose for resources. Strategic statements are the bridge between operational objectives and work assignments. It is in this section where the plan's purpose (i.e. PACE-Primary, Alternate, Contingency, Emergency) and action elements (i.e. DRAW-D-Defend, Reinforce, Advance, Withdraw, Delay) should be defined.
6	Resource Needs, Reassignments, Considerations	Provide summary of resource needs by type and kind. Include estimates of number. This space is intended to be a strategic overview and estimate of resource needs and considerations. Specific impacts and/or threats when the MEP/DeP(s) occurs to the functional or geographic unit can be defined as considerations here, along with reassignment of current resources if appropriate. Identify if the resources assigned are needed for a Primary, Alternate, Contingency or Emergency Strategy.
7	Resource Need Summary	Enter the estimated totals by type and kind of the resources or overhead needed when the contingency plan is activated.
8	Resourcing/Ordering Considerations	Identify process for ordering by activation authority. Identify ordering points (i.e. EOC, dispatch center) and describe resource reassignment strategies between Branches/Division/Group.
9	Resource Summary Prepared By	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
10	Approved by Operations Section Chief	Enter the name of the Operations Chief or designee approving the form. Enter date (month/day/year) and time prepared (24-hour clock).
11	Pages (RS)	Enter the ICS 232 (RS) page number on first line. Enter the total number of ICS 232 Resource Summary pages for the contingency period on the second line (i.e. 1 of 3).
Evacuation Plan (EP) (Prepared by Deputy OSC-Law or LELO)		
1-3	Repeat from ICS 232 Cover	
	<i>Note: Terminology of FIREScope ICS 232 Evacuation Plan may require modification, if different than that which is established by the local jurisdiction. Terminology for evacuation and road closures varies depending on the laws, ordinances and practices of each local jurisdiction. This template offers a commonly used set of terms, which should be altered if required by a different terminology.</i>	
4	Evacuation Orders Areas	Identify jurisdictions, population #. Provide area description (ie, mobile home community, state park) with traffic control points, closure levels and agency liaison contact information. List shelter locations, if identified.
5	Evacuation Order MEP / DeP Considerations	Implementation of an evacuation order following a MEP/DeP may require additional descriptions or clarifications, such as public information releases, timing, approvals and coordination with impacted jurisdictions.

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6	Evacuation Warning Areas	Identify jurisdictions, population #. Provide area description (ie, mobile home community, state park) with traffic control points, closure levels and agency liaison contact information. List shelter locations, if identified.
7	Evacuation Warning MEP / DeP Considerations	Implementation of an evacuation warning following a MEP/DeP may require additional descriptions or clarifications, such as public information releases, timing, approvals and coordination with impacted jurisdictions.
8	Shelter in Place Areas	Identify jurisdictions, population #. Provide area description (ie, mobile home community, state park) with traffic control points, closure levels and agency liaison contact information.
9	Shelter in Place MEP / DeP Considerations	Implementation of a Shelter in Place directive following a MEP/DeP may require additional descriptions or clarifications, such as public information releases, timing, approvals and coordination with impacted jurisdictions. Shelter in Place directives should be considered as a last resort during contingency planning.
10	Repopulation Plan Completed	Check box if a repopulation plan has been developed. A repopulation plan should be considered and coordinated concurrently with any plan to evacuate or shelter in place. Deputy Operations (Law) or Law Enforcement Liaison (LELO) is the contact for a repopulation plan.
11	Law Enforcement Liaison	Enter the name, ICS position, and contact information of the primary law enforcement liaison who is coordinating with the OSC.
12	Evacuation Plan Prepared By	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
13	Evacuation Plan Approved By	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
14	Pages(EP)	Enter the ICS 232 (EP) page number on first line. Enter the total number of ICS 232 Evacuation Plan pages for the contingency period on the second line (i.e. 1 of 3).
Logistics Summary (LS) (Prepared by LSC. Input is needed from all Logistics Units)		
1-3	Repeat from ICS 232 Cover	
4	Medical Plan	Identify impact of MEP/DeP with plan to address medical plan and ensure appropriate medical care is available to all incident personnel. Consider requesting MEDL to develop contingency ICS 206 as part of plan.
5	Base Camp, Staging, Drop Points	Identify impacts of MEP/DeP with plan to address needs for locations to support incident and its objectives.
6	Travel Plan and Fuel Considerations	Identify impact of MEP/DeP with plan to address travel plan fuel supply and fuel supply locations. Evaluation of impact to travel plan may require moving existing or establishing new locations in support of incidents.
7	Suppression Water Supply	Identify impact of MEP/DeP with plan to address any water supply needs required to suppress fires.
8	Ordering	Review ICS 232 (RS) Resource Summary as prepared by OSC and PSC to ensure coordination with Box 26. Identify impact of MEP/DeP to establish ordering point(s) and ensure effectiveness.
9	Other	Identify impact of MEP/DeP with plan to address any other logistic needs.
10	Communications Infrastructure and Contingency Frequencies	Identify impact of MEP/DeP with plan to address critical communication infrastructure. Consider requesting COML to develop contingency ICS 205 as part of plan.
11	Type of Frequency Needed	For each type of frequency needed for the contingency plan, list the number of each needed. Frequency names, assignments, ordering process for needed frequencies or other related information can be defined in the Notes section.
12	Prepared By	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
13	Approved by Logistics Section Chief	Enter the name of the LSC or designee approving the form. Enter date (month/day/year) and time prepared (24-hour clock).
14	Pages (LS)	Enter the ICS 232 (LS) page number on first line. Enter the total number of ICS 232 Logistics Summary pages for the contingency period on the second line (i.e. 1 of 3).
Civilian Support Plan (CSP) (Prepared by LOFR in coordination with OSC)		
1-3	Repeat from ICS 232 Cover	
4	Emergency Operations Centers (EOC)	Identify impacted EOCS or additional EOCS that may be or will be activated. List EOC contact(s) and/ or incident representative/LOFR assigned to the EOC.
5	Emergency Medical Services/ Hospitals	Identify impacts of MEP/DeP to emergency and medical facility care to civilian population. Ensure coordination with Medical Unit if ICS 206 is impacted. Ensure coordination with established EOC(s). List contacts.

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6	Transportation/ Roadway Infrastructure	Identify impacts of MEP/DeP to roads, rail or water systems as well as airports. Ensure coordination with Logistics, if travel plan and access to incident supporting locations are impacted. Ensure coordination with established EOC(s). List contacts.
6	Potable Water Supply	Identify impacts of MEP/DeP to potable water systems for civilian population and incident personnel. Ensure coordination with established EOC(s) and that all impacts to the incident are communicated to Logistics. List contacts.
8	Shelter, Care and Food	Identify impacts of MEP/DeP to the need for and supply of shelter, care and food for civilians. Ensure coordination with established EOC(s) and that all impacts to the incident are communicated to Logistics. List contacts.
9	Utilities	Identify impacts of MEP/DeP to power utilities for civilian population and incident personnel. Ensure coordination with established EOC(s) and that all impacts to incident are communicated to Logistics. List contacts.
10	Cellular/Digital Services	Identify impacts of MEP/DeP to cellular and digital services for civilian population and incident personnel. Ensure coordination with established EOC(s) and all impacts to incident are communicated to Logistics. List contacts.
11	Jurisdiction Summary Impacts	Summarize impacts to specific identified jurisdictions. Use additional pages if needed.
12	Cooperator and Stakeholder Priorities/Considerations for Critical Infrastructure and Key Resources	Identify critical and key priorities and considerations for the incident which need to be addressed and/or monitored, when the contingency plan is implemented, to ensure the management and control objectives can be achieved in support of civilians, cooperators and stakeholders.
13	Prepared By	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
14	Approved by IC or Liaison Officer	Enter the name of the IC, Liaison Officer or designee approving the form. Enter date (month/day/year) and time prepared (24-hour clock).
15	Pages(CSP)	Enter the ICS 232 (CSP) page number on first line. Enter the total number of ICS 232 Civilian Support Summary pages for the contingency period on the second line (i.e. 1 of 3).
Contingency Action Guide (CAG) (Prepared by OSC with input from Command and General Staff as needed)		
1-6	Repeat from ICS 232 Cover	
7	Leader's Intent / End State Summary:	Enter from 232 Cover as stated or summarize for the purpose of communicating the Leader's Intent and End State to current operational period resources.
8	Contingency Action Steps / Guidelines	Enter action steps and guidance for current operational resources in the event the MEP/DeP occurs and the plan is activated.
9	Prepared By	Enter the name, ICS position, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).
10	Approved by:	Enter the name, ICS position, and signature of the person approving the form. Enter date (month/day/year) and time prepared (24-hour clock).
11	Pages(CAG)	Enter the ICS 232 (CAG) page number on first line. Enter the total number of ICS 232 Action Guide pages for the contingency period on the second line (i.e. 1 of 3).