

North Carolina Department of Labor  
Occupational Safety and Health Division  
Education, Training and Technical Assistance Bureau

December 13, 2017

TO: NCDOL/OSH

National Incident Management System (NIMS) Tracking Procedures

The Division of Occupational Safety and Health, National Incident Management System (NIMS) training program has been developed at the direction of the OSH Director in compliance with Homeland Security Presidential Directive (HSPD) 5, *Management of Domestic Incidents*. This action is in accordance with the President's directive to the Secretary of Homeland Security to develop, submit and administer the National Incident Management System (NIMS). This system provides a consistent nationwide approach for federal, state, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

In like manner, the Governor of North Carolina issued a proclamation for the adoption of NIMS on May 11, 2005, to provide the state with a consistent approach to emergency preparedness, response and recovery. Consequently, the North Carolina State Emergency Response Commission (SERC) voted to track NIMS training on a quarterly basis for each state agency and local jurisdictions.

NIMS training includes the most current versions of IS-100 Introduction to Incident Command System (ICS), IS-200 ICS for Single Resources and Initial Action Incidents, IS-700 National Incident Management Systems, An Introduction and others listed in the OSH NIMS training recommendations. Upon completion of each respective course, personnel will submit their training certificate to Dee Bryant at [Dee.Bryant@labor.nc.gov](mailto:Dee.Bryant@labor.nc.gov) or fax it to (919) 807-2888. Training will be tracked by the Homeland Security Coordinator and the ETTA Training Supervisor through a training records database.

Beginning in FY 2007, which started on Oct.1, 2006, all federal preparedness funding is conditioned upon full compliance with the NIMS. This training institutes the necessary steps for compliance with the NIMS implementation strategy. It is essential for OSH personnel to complete the online courses and provide the completed forms to ETTA. As a reminder, online courses can be taken on the FEMA website at: <https://training.fema.gov/is/crslist.aspx>.

If you have questions regarding NIMS or other training associated with Homeland Security contact **Cory Dunphy** at [cory.dunphy@labor.nc.gov](mailto:cory.dunphy@labor.nc.gov) or telephone (919) 807-2846.