NATIONAL PLAN
National Plan Incident Management System

Purpose	This Policy describes the National Plan Incident Management System. This system is applied by AMSA, State/NT Control Agencies and the offshore industry Australia wide for all marine oil spill response incidents, and implemented through the National Plan for Maritime Environmental Emergencies.
	This Incident Management System is consistent with the Australasian Inter-service Incident Management System (AIIMS).
Scope	This policy is consistent with the requirements of the Inter-Governmental Agreement on the National Plan for Maritime Environmental Emergencies.
	It applies to those Control Agencies that have jurisdictional or legislative responsibilities, consistent with their Oil Spill Contingency Plans (OSCP's), and as stakeholders in the National Plan.
	The National Plan applies to Australia's Exclusive Economic Zone (EEZ); off-shore islands and territories; on the high seas where the potential to impact on Australia's interests occurs; and on internal and coastal waters where the States/NT have responsibility.

The policy

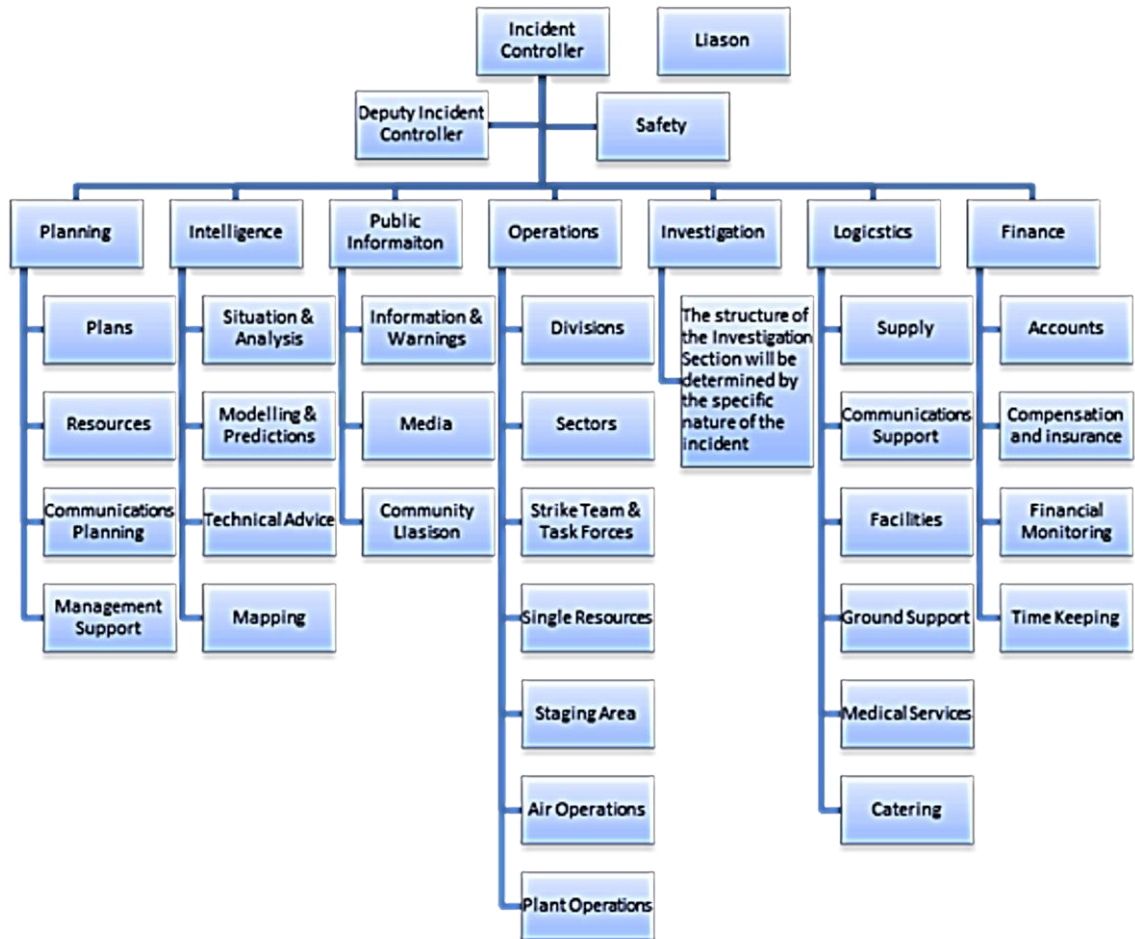|	
Incident Management System (IMS)	AIIMS is a widely used incident management system, which provides a common management framework for all hazards, including marine oil spills.
	It can be adapted for incidents of any size or complexity, used within a multi-agency response, and uses common incident management terminology.
	The principles of AIIMS, which guide the application of the system are:
	• **flexibility** – the system can be applied across the full spectrum of incidents and agencies
	• **functional management** – the response organisation should be structured in accordance with the actual work to be performed during the incident or different phases of the incident
	• **management by objectives** – the process whereby the Incident Controller sets desired outcomes for the incident for the purpose of ensuring all responders understand the direction being taken during the response
	• **unity of command** – the response organisation should work to one set of common objectives and each individual should report to only one supervisor
	• **span of control** – refers to the number of individuals or functions that can be successfully managed by one person.
Functions	The following are some of the key responsibilities of the functions of the Incident Management System
	• **Control** – provides the overall direction of the oil spill response activities
	• **Planning** – has the responsibility for preparation and delivery of plans and strategies; and maintains a resource management system
	• **Intelligence** – undertakes collection of and processes information; organises and displays intelligence in a Common Operating Picture
	• **Public information** – obtaining, assembling and preparing incident information in a manner suitable for dissemination to the public and other stakeholders; issuing warnings and alerts; liaising with local communities affected by the incident
	• **Operations** – manages resources allocated to resolve the incident
	• **Logistics** – obtaining and maintaining human and physical resources, facilities, services and materials
	• **Finance** – maintaining personnel records; and contract management and equipment record keeping

Structure

An example of a fully expanded IMS structure, as depicted within AIIMS, and deemed within marine oil spill response as an Incident Management Team, is depicted in Diagram 1. A response to a spill may use many of these functions and roles.

Diagram 1

For responses to major maritime emergencies (including spill incidents), the Intelligence section may be a Unit within the Planning section. Similarly, the Finance section may be a Unit within Logistics. Investigation will normally sit outside the Incident Management Team structure for a spill response.

For example, in response to a marine oil spill, the structure of the IMS can be expanded or contracted as required. Typical examples of Level 1, 2 or 3 incidents are as follows in Diagrams 2, 3 and 4.
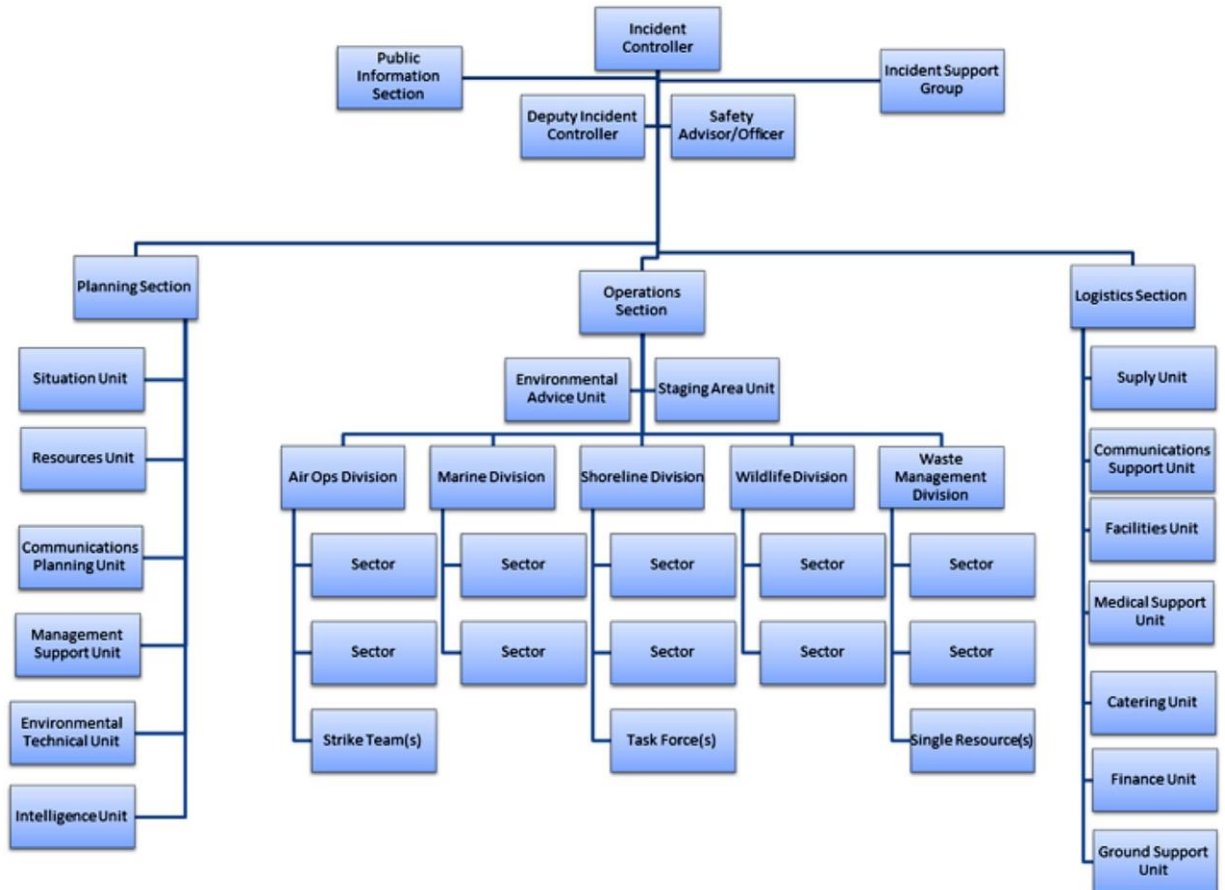
Diagram 2

Diagram 3

Diagram 4: An Incident Management Team structure for a significant incident

This management system should be utilised, at a level that is appropriate to the scale of the incident, consistent with the requirements of the OSCP.

Structural Terminology	AIIMS employs a particular terminology to describe reporting relationships. As far as possible, an IMT with responsibility for a response to a maritime emergency will apply and use consistent terminology;

- **Sections** are led by **Officers**
- **Units** are led by **Managers**
- **Divisions** are led by **Commanders**
- **Sectors** (only within Operations and beneath Divisions) are led by **Commanders**
- **Strike Team(s)/Task Force(s)** are led by **Team Leaders**