

DEPUTY INCIDENT COMMANDER JOB AID

Position: Deputy Incident Commander

Section: Command Section

Mission:

To assist the Incident Commander by initiating response strategies, response team coordination and communication.

Duties:

- ❑ Meet with Incident Commander for a situation report.
 - ❑ Determine response preparedness and address any deployment problems.
 - ❑ Assess responsible party's capability to respond.
 - ❑ Assist in obtaining emergency funding pursuant to an environmental emergency declaration.
 - ❑ Coordinate command staff duties in concert with the Incident Commander.
 - ❑ Attend briefing meeting to develop an initial action strategy.
 - ❑ Assist in receiving and directing incoming requests for information from section chiefs, executive of other responding agencies, industry, and the community.
 - ❑ Coordinate specific action plans, legal investigations, and media releases.
 - ❑ Monitor response operations to identify current or potential problems.
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