



## Characteristics of the Incident Command System: Part 8

No. CC-2014-3 March 10, 2014

**Learning Objective:** The student will understand the Support Branch Director's or SUBD's responsibilities.

The Support Branch Director or SUBD, when activated, is under the direction of the Logistics Section Chief (LSC) and is responsible for development and implementation of logistics plans in support of the Incident Action Plan. The SUBD supervises the operations of the Supply, Facilities and Ground Support Units.

- Participate in incident planning meetings as required.
- Determine current status of unit activities.
- Confirm dispatch and estimated time of arrival of staff and supplies.
- Assign specific duties to staff, and supervise staff.
- Develop and implement accountability, safety, security and risk management measures for personnel and resources.
- Obtain work materials.
- Identify Support Branch personnel dispatched to the incident.
- Determine initial support operations in coordination with LSC.
- Prepare initial organization and assignments for support operations.
- Assemble and brief Support Branch personnel.
- Determine if assigned Branch resources are sufficient.
- Maintain surveillance of assigned units' work progress, and inform LSC of activities.
- Resolve problems associated with requests from Operations Section.
- Maintain Unit/Activity Log (Incident Command System Form 214).

For additional information regarding the SUBD's responsibilities, the U.S. Fire Administration/National Fire Academy Field Operations Guide can be accessed at <http://feti.lsu.edu/municipal/NFA/TRADE/materials/TRADE%20CD%20XVI//WebHelp/index.htm>.

