

PLEASANTS COUNTY EMERGENCY OPERATIONS PLAN
ANNEX A: DIRECTION AND CONTROL

<i>Related Federal ESFs</i>	<ul style="list-style-type: none"> • ESF #5: Emergency Management
<i>Related State Annexes</i>	<ul style="list-style-type: none"> • Annex A: Direction and Control
<i>Purpose</i>	<p>This annex establishes the Incident Command System (ICS) as the preferred on-scene incident management tool and discusses responsibilities within it. This annex also discusses the activation, staffing, and operation of the county’s Emergency Operations Center (EOC), a multi-agency coordination system. The interaction between the Incident Command Post (ICP); the Pleasants County EOC; and neighboring county, state, and/or federal multi-agency coordination systems is also addressed.</p>
<i>Primary Agencies</i>	<ul style="list-style-type: none"> • Pleasants County Office of Emergency Services (PCOES) • Potential Incident Commanders from Local Response Agencies
<i>Support Agencies</i>	<ul style="list-style-type: none"> • Local Fire Service • Local Law Enforcement • Local Health and Medical Organizations • Local Public Works Organizations • Pleasants County Schools • WV Emergency Management Division (WVEMD) • American Red Cross (ARC) • US Department of Homeland Security (USDHS)

I. SITUATION AND ASSUMPTIONS

A. Situation

1. Using Threat Assessment methodology, Pleasants County Emergency Management Officials have determined a number of factors to be present that have the potential to cause an emergency(s) to happen of such magnitude that will require the implementation of Pleasants County Emergency Operations Plan and the establishment of an Emergency Operation Center to provide support to overall Incident Command System functions and assist in the mitigation of such emergency(s).
2. The Pleasants County Emergency Operations Center (EOC) is located in the same facility as the Pleasants County 9-1-1 center at 215 Clay Street in St. Marys (Frontier Communications Building) and serves as the county's primary EOC.
3. In the event the primary EOC is unavailable, the Pleasants County Office of Emergency Services (PCOES) Director, in coordination with the County Commission, may choose to establish an alternate EOC. The site of the alternate EOC can be determined on an as-needed basis.

B. Assumptions

1. Emergency responders are properly trained to implement and operate the Incident Command System (ICS).
2. The County Commission has designated NIMS as the basis of all incident management in Pleasants County.
3. Prior to the activation of the EOC, all resource management and incident emergency coordination shall be the responsibility of Incident Command established for the mitigation of each respective emergency(s).
4. The Pleasants County EOC shall be activated under conditions that present the potential to, and/or during an emergency(s) that exceeds the resource capacity of Pleasants County and/or when resource management and/or support functions are required of the EOC to support the on-scene IC structure(s).
5. Once activated, the county EOC will operate on a 24-hour basis or as conditions dictate.

6. Upon activation, the Director of the Pleasants County Office of Emergency Services and/or their designee shall be responsible for the overall operation of the Pleasants County EOC. EOC staffing shall consist of available volunteer operational staff and technical assistance to support the function of the EOC. Activation of the Pleasants County EOC shall require the presence of at least one designated County Commissioner and legal representation of Pleasants County, if available, or as designated by the Pleasants County Commission.
7. All other components of the county's emergency management and response systems will operate from their normal facilities unless otherwise determined or directed.

II. CONCEPT OF OPERATIONS

A. General

1. The Pleasants County EOC is a key component to successful response and recovery operations.
 - a. This plan provides for the activation and operation of a centralized EOC necessary to facilitate and support the implementation of the Pleasants County Emergency Operations Plan.
 - b. Within the EOC, decision-makers should work together to utilize resources and personnel as efficiently as possible and to reduce duplication of effort.
 - c. The EOC may also serve as the central point for obtaining, analyzing, reporting, and retaining Situation Reports (SITREPS) and other disaster-related information (e.g., casualty information, property damage, fire status, number of evacuees, etc.) from field operations and/or external resources.
2. Direct tactical and operational decisions shall be the responsibility of the respective on-scene Incident Command Structure at each emergency, even after the EOC is activated.

B. Incident Command System (ICS)

1. In Pleasants County, the NIMS (National Incident Management System) is used to manage near-term *and* long-term emergency operations. The ICS should be established during all emergency situations.
2. The highest-ranking officer of the jurisdictional department/agency on-scene or their designee should serve as the Incident Commander (IC).
 - a. Situations in which a fire service representative may serve as the IC include (but are not limited to) the following:
 - i. Structure fires,
 - ii. Brush fires,
 - iii. Motor vehicle accidents (with extrication),
 - iv. Aircraft accidents, or
 - v. Hazardous material incidents.
 - vi. Industrial emergencies at facilities w/o on-site emergency response organizations
 - b. Situations in which a law enforcement representative may serve as the IC include (but are not limited to) the following:
 - i. Investigations, of potential criminal nature
 - ii. Motor vehicle accidents (no extrication),
 - iii. Non-fire related school-related incidents,
 - iv. Potential terrorist (domestic or foreign) incidents (until resources from higher levels of government arrive),
 - v. Lost or missing persons
 - c. Incident command may transfer to the Emergency Medical Services (EMS) if the incident is a mass casualty situation.
 - d. In the event the incident crosses jurisdictional lines or where multi agency response is required and involves different agency responsibilities, a Unified Command System will be established.
 - e. Representatives from other agencies may also serve as the IC under certain specialized circumstances or if command is transferred to them.
 - f. Upon assuming "*Command*", the IC shall notify the Pleasants County 911 Center by radio or other appropriate means that "*John or Jane Doe assuming command at 3rd Street structure fire, Command Post located at St. Mary's Engine 86, 214 3rd Street. The staging area will be located at 3rd and Elm.*" This communication shall be confirmed by the Pleasants

County 911 Center by a readback of the entire message on the current active radio frequency. Once confirmed, the message will be simulcast on all response agencies frequencies.

- g. The IC should utilize such techniques as visual site surveys, air quality monitors (if available), interviews with eyewitnesses, etc. to assess the immediate risks posed by a disaster and guide initial responder and protective actions.
3. The IC may determine the need for a command staff and general staff based on the situation.
 - a. The “Command Staff” would be comprised of the IC and selected of the following: the Command Staff Public Information Officer (PIO), the Safety Officer (SO), and the Liaison Officer (LNO). The responsibilities for each of these positions are outlined in the “Roles and Responsibilities” section of this annex. These positions may be combined with other staff functions or representatives of outside agencies if necessary.
 - b. The “General Staff” may be assigned and organized by the four (4) remaining major functional elements of the ICS (in addition to “command”): Operations Section, Planning Section, Logistics Section, and Finance and Administration Section. General staff positions may be activated if or as an incident expands in size to provide for effective incident management. These positions may be combined with other staff functions or representatives of outside agencies if necessary.
 - i. Any section of the general staff can be activated at the discretion of the IC. Not all sections of the general staff may be necessary or resources available to establish. In these instances, those duties will be assumed by another Staff Position or tracked by the individual agencies. The level of general staff involved is based on the size and complexity of the incident and available resources.
 - ii. If the Operations Section is activated, the section chief should come from the jurisdiction with the greatest level of involvement.
 - iii. Each section of the general staff may also be broken into four (4) major elements.
 - 1) *Divisions* divide an incident into physical or geographic areas of operation *and Groups* divide an incident into functional areas of

- operation.
- 2) *Branches* are established when the number of divisions or groups exceeds the recommended span of control.
 - 3) *Resources* may be organized in three (3) different ways, depending on the requirements of the incident: single resources, task forces, or strike teams.
4. Under the ICS, an Incident Action Plan (IAP) should be developed to outline responder responsibilities, coordinate incident actions, and set measurable objectives for personnel to achieve during the response to an incident. This Plan is especially essential for a long duration (multi-shift) incident. The IAP should describe the system to incorporate the unplanned arrival of response assistance, including a standard recording process. (Any on-scene arrivals during response should be immediately directed to a designated staging area.)
 - a. The IC should ultimately be responsible for the development of the IAP.
 - b. If the planning section of the general staff is activated, the Planning Section Chief should develop the IAP. The IC would approve the IAP in this instance.
 - c. If the operations section of the general staff is activated, the Operations Section Chief should bear the responsibility of implementing the IAP.
 5. **The IC should establish a tracking system for on-scene personnel** to always maintain accountability at the scene. (Such a responsibility may be delegated to another command staff member.) A tracking system should also be established for resources.
 6. The ICP should serve as a communications link between on-scene personnel if they cannot communicate directly. The IC should monitor direct communications between on-scene personnel (to the extent possible) to ensure that response objectives are being followed/achieved.
 - a. The IC may also ensure that communications are sufficient with off-scene agencies, such as hospitals, support agencies, etc.
 - b. These responsibilities may be delegated to the Command Staff PIO.
 7. The IC may directly request external resources from other response agencies as they are needed in accordance with mutual aid agreements. An accurate

account of resources requested and deployed should be maintained in case the EOC is later activated. If resources from higher levels of government or from regional agencies are needed, the IC should notify the PCOES Director (the representative of the Executive Section) and request activation of the county EOC. (*Resource requests to the state must be channeled through the county Emergency Services Director.*) Resource tracking and procurement may be delegated to the Logistics Section Chief.

8. The IC may request activation of the county EOC (partial or full) at any time for resource support or if the incident becomes multi-jurisdictional.
9. When the EOC is activated, it is the responsibility of the IC to maintain communications with the EOC.
10. When an incident becomes multi-agency or multi-jurisdictional, the IC may choose to transition to the Unified Command System (UCS) to allow agencies with different legal, geographic, and functional responsibilities to coordinate, plan, and interact efficiently.
 - a. The Unified Commander (UC) should represent the jurisdiction or the functional agency with the greatest involvement.
 - b. In some instances, the original IC may transition to the UC. Exceptions include when resources from higher levels of government arrive on-scene (e.g., state arrival during hazardous materials incidents).

C. Emergency Operations Center (EOC)

1. The decision to activate the primary EOC or transfer operations to an alternate EOC can be made by the PCOES Director or the County Commission. The PCOES Director should also formally deactivate the EOC.
 - a. Activation may be by request of the IC, the PCOES Director based on advanced warning of a hazard event to coordinate public information and resource deployment for a prolonged hazard event (e.g., flood, severe winter storm, etc.), other local officials, or based on suggestions from higher levels of government.
 - b. The PCOES Director should serve as the manager of the activated EOC.
 - c. Deactivation may be accomplished in stages. The PCOES Director, as the EOC Manager, should determine what staff are necessary to clean up

- and restore equipment, complete necessary documentation, etc. Unnecessary staff may be released upon the conclusion of major emergency operations. “Clean-up” staff would then be released upon the completion of assigned tasks.
- d. The Fire Chief of the response area the emergency is located in may fulfill the responsibilities of the PCOES Director in relief, if the director is unavailable, or at the request of the director.
2. EOC staff should be organized into the Executive Section, Operations Section, Communications Section, and Administrative Section if resources are available.
 3. These positions will mostly be filled by volunteers who can be available during the emergency. Those that are filled may also be from other jurisdictions or combined with others.
 - a. The *Executive Section* should be responsible for all policy decisions relating to the emergency management of the incident. Staff members may include:
 - i. County Commissioners
 - ii. Mayors affected municipalities (if operating jointly with the county)
 - iii. PCOES Director
 - iv. Pleasants County Public Information Officer (PIO)
 - b. The *Operations Section* should ensure that the policies developed by the executive section are implemented. Primarily, Operations
 - c. . Operations may include representatives from the following as necessary:
 - i. Fire
 - ii. Law Enforcement
 - iii. EMS
 - iv. Public Health
 - v. Hospital Representative
 - vi. Public Works
 - vii. American Red Cross
 - viii. Pleasants County Schools
 - d. The *Communications Section* should be responsible for supporting the communications needs of the EOC. It may also provide support to on-

scene communications resources. Staff members include:

- i. 911 Director
 - ii. 9-1-1 Dispatcher Supervisor
 - iii. Dispatchers
 - e. Auxiliary Communications,
4. All Sections should be responsible for ensuring that accurate reports and records are kept, including the compiling of damage assessment information.
 5. Staff will be limited, as best as all are volunteers with other responsibilities outside of the incident.
 6. Communications personnel within the Communications Section are responsible for maintaining communications with the ICP (or Unified Command Post) as well as other EOCs and support agencies.
 7. One of the primary purposes of the activated EOC is to provide resource support to the ICP.
 8. EOC personnel may also activate a Joint Information Center (JIC) to be managed by the county PIO to coordinate the dissemination of all public information. As such, frequent coordination would be required between the JIC and EOC.

D. Area Command

1. Area command may be established, when multiple incidents that are of the same nature are associated and because of geographic location may be successfully managed by a single (ICS) structure.
2. In many situations, where there are multiple incidents, transition to a UCS is more efficient and effective than to transition to Area Command.
3. If desired, the IC or UC and the PCOES Director should coordinate the transition to area command and the associated level of EOC support.

E. State and Federal Support

1. State
 - a. According to the West Virginia Emergency Operations Plan, jurisdictional governing bodies are expected to provide direction and control of county

emergency response operations, typically from the local 9-1-1 center or EOC, when activated.

- b. Responding local, state, and federal resources should be integrated into the on-going ICS structure and accept tactical direction from the established IC.
- c. In situations where multiple jurisdictions are involved and state/federal agencies are providing significant response resources or technical assistance, the state would expect to transition to a Unified Command (UC) structure.

2. Federal

- a. All local requests for federal resources shall be channeled through the State EOC (SEOC). The determination to request federal resources will most likely be made in coordination with state resources that have already been deployed.
- b. When federal response forces respond (or are requested to respond), those responders establish a federal-level incident management system that coordinates with state and local incident management systems (e.g., initial ICP, county EOC, SEOC). The establishment of the federal incident management system is governed by Emergency Support Function (ESF) #5 of the National Response Framework (NRF).
 - i. Specific federal responsibilities to other federal agencies and within the JFO, National Response Coordination Center (NRCC), and Regional Response Coordination Center (RRCC) are detailed in ESF #5 of the NRF; however, these responsibilities are internal to federal agencies and do not directly affect the local response.
 - ii. The on-scene, local ICP, county EOC, and SEOC are critical resources to the JFO and other federal multi-agency coordination systems. ESF #5 personnel should contact local and state personnel (regardless of whether local and state personnel are requested to report to the JFO) to support local and state operations as effectively as possible.
 - Local and state “responsibilities” are not described by ESF #5. Due to the collaborative and support nature of the federal systems established by ESF #5, local and state responsibilities are

delineated through coordination with ESF #5 personnel that are in response to an incident.

- As a document, ESF #5 only assigns responsibilities applicable to operating federal incident management systems. Direct federal tactical responsibilities are also delineated through local, state, and ESF #5 personnel coordination.
- c. ESF #5 forces should establish the Joint Field Office (JFO), which is where federal field force operations are coordinated. Thus, ESF #5 personnel may contact local and state emergency management personnel (likely in the county EOC and/or SEOC) to request a representative(s) to participate in JFO operations.
- d. ESF #5 personnel are responsible for the facilitation of requests for further federal assistance.

III. ROLES AND RESPONSIBILITIES

A. Roles

1. The highest-ranking, most qualified officers of jurisdictional responding departments should assume the role of IC.
2. The EOC assumes a support role and assists the on-scene IC as is necessary.
3. A crucial planning assumption is that all agencies involved in the response to an incident would be operating under an ICS (including any private sector or quasi-governmental agencies that may be involved).
4. Roles and responsibilities of the command post and the EOC may be combined due to limited manpower resources.

B. Responsibilities

1. Primary Agencies

- a. Pleasants County Office of Emergency Services
 - i. Activate the EOC (full or partial activation) when appropriate (in coordination with the Pleasants County Commission).
 - ii. Provide for the timely notification of key local officials.

- iii. Develop or make available an alternate EOC.
 - iv. Maintain liaison and coordination with the local affected municipalities, adjacent jurisdictions, and the state.
 - v. Authorize and control information given to the public via the county Public Information Officer (PIO).
 - vi. Coordinate with the county commission to issue a proclamation declaring that an emergency or disaster exists.
 - vii. On authority of the Pleasants County Commission request a disaster or emergency declaration from the Governor only after a local declaration of emergency/disaster is issued.
 - viii. Advise decision makers on the situation and recommend actions to protect the public.
 - ix. Deactivate the EOC upon the conclusion of emergency operations.
2. Support Agencies
- a. Local Fire Service
 - i. Assume an appropriate role in the ICS.
 - ii. See ICS staff position responsibilities below.
 - iii. See specific fire service responsibilities in Annex K.
 - b. Local Law Enforcement
 - i. Assume an appropriate role in the ICS.
 - ii. See ICS staff position responsibilities below.
 - iii. See specific law enforcement responsibilities in Annex J.
 - c. Local Health and Medical Organizations
 - i. Assume an appropriate role in the ICS.
 - ii. See ICS staff position responsibilities below.
 - iii. See specific EMS, public health, and other medical responsibilities in Annex G.
 - d. Pleasants County Schools
 - i. Serves as an EOC staff member in the Operations Section if requested or if school system resources are involved or assisting in the incident.
 - ii. See below for additional responsibilities.
 - e. WV Emergency Management Division (WVEMD)
 - i. Receives local resource requests.

- ii. Staff and operate the SEOC.
- iii. Assists in the determination of the necessity of any federal resources.
- iv. Requests federal resources.
- f. American Red Cross (ARC)
 - i. Serves as an EOC staff member in the Operations Section.
 - ii. See below for additional responsibilities.
- g. US Department of Homeland Security (USDHS)
 - i. Coordinates ESF #5 operations.
 - ii. Receives resource requests from the WVEMD.
- 3. Incident Command System Staff Positions
 - a. Incident Commander (IC)
 - i. Establish the ICS upon arrival at the scene.
 - ii. Conduct initial incident assessment (establish an ICP and a hazard zone, determine necessary public protective actions, and request resource support as necessary).
 - iii. Assign a staging area near the ICP for those responding to the incident and designate a liaison officer to manage the area.
 - iv. Develop and/or approve the Incident Action Plan (IAP) to include an estimate of the duration of the incident.
 - v. Establish a communications link with the EOC, once activated (may be delegated to the Command Staff PIO).
 - vi. Develop, with the liaison and safety officers (if activated), a personnel accountability system to track personnel that are directly implementing the IAP in the hazard zone and those that are rehabilitating at the staging area.
 - vii. Coordinate and manage the activities of all field forces at the scene.
 - viii. Prepare necessary Situation Reports (SITREPS) and coordinate them with the EOC, if activated.
 - ix. Conduct stand-down operations.
 - b. Public Information Officer
 - i. Develop accurate and complete information on the incident's cause and size, current situation, resources committed, etc.
 - ii. Interact with the public and media and/or with pertinent agencies with incident-related information and requirements.

- iii. Represent and advise the IC on matters of public information.
- iv. Serve as the on-scene link to the EOC when the EOC is activated.
- v. Coordinate with affected or responding agencies PIOs.
- c. Safety Officer
 - i. Ensure the general safety of the response by monitoring incident operations, including personnel tracking.
 - ii. Advise the IC on all matters related to operational safety, including the health and safety of responding personnel.
 - iii. Implement procedures to ensure on-going assessment of hazardous environments, coordination of multi-agency safety efforts, and the continual development of measures to promote responder safety.
 - iv. To the extent possible, stop and/or prevent unsafe acts during incident operations.
 - v. Ensure that trained personnel from at least one (1) responding department reports to the staging area to oversee rest and rehabilitation of responders (e.g., provide oxygen, fluids, etc.) after backup personnel have been deployed.
- d. Liaison Officer
 - i. Serve as the point of contact for governmental agencies, Non-governmental Organizations (NGOs), and/or private entities that arrive at the staging area with resource support.
 - ii. Manage the influx of external resource support, in coordination with the IC, from the staging area.
- e. Operations Section Chief
 - i. Manage all incident-related operations.
 - ii. Coordinate with the IC and other section chiefs to establish tactical objectives.
 - iii. Regularly brief the IC on the status of emergency operations, including the advent of major problems.
 - iv. Implement the IAP, as directed by the IC.
- f. Planning Section (Will most likely be handled by a person in the EOC)
 - i. Collect, evaluate, and disseminate incident situation information and intelligence to the IC.
 - ii. Regularly prepare SITREPS for the IC.

- iii. Maintain the status of resources assigned to the incident.
- iv. Develop and document the IAP, as directed by the IC.
- g. Logistics Section (Will most likely be handled by a person in the EOC)
 - i. Coordinate with the IC to identify and order necessary external resources.
 - ii. Provide facilities, transportation, supplies, equipment maintenance, food services, communications, and information technology support to the IC.
- h. Finance/Administration Section (Will most likely be handled by a person in the EOC)
 - i. Provide finance and administrative support to the IC.
 - ii. Coordinate with the executive section in the EOC, if activated, on policy and other administrative issues.
- i. General Duties of ICS Staff
 - i. Respond in accordance with the IC's objectives and the IAP.
 - ii. Relay pertinent information back to the ICP so as to ensure effective decisions are made.
 - iii. Respond in accordance with individual agency Operating Guidelines (OGs).
- 4. Emergency Operations Center Positions (If necessary and available).
 - a. Executive Section (including county commissioners)
 - i. County Commissioner
 - ii. OES Director
 - iii. Pleasants County Public Information Officer (PIO)
 - iv. Mayor of affected city.
 - b. Operations Section
 - i. Fire Service r
 - ii. Law Enforcement
 - iii. EMS
 - iv. Public Health
 - v. Hospital
 - vi. Public Works
 - vii. American Red Cross
 - viii. Pleasants County Schools

- c. Communications Section
 - ix. Communications Officer (9-1-1 Director)
 - x. 9-1-1 Dispatchers

IV. DIRECTION AND CONTROL

- A. Field response units should always establish the ICS upon arrival at the scene. The IC should be the highest-ranking officer of the first responding, jurisdictional department, until and if relinquished to a higher officer or an officer of a more appropriate response agency.
- B. The PCOES Director should be notified of a variety of emergency incidents to maintain the EOC in a state of readiness.
 - 1. A partial activation should include the mobilization of the PCOES Director, and any other EOC staff position *deemed necessary by the PCOES Director*.
 - 2. The EOC would ordinarily be fully activated, and the executive section would assume overall coordination of operations during an emergency situation that requires widespread mobilization of elements of local government other than those principally involved in emergency services on a day-to-day basis.
- C. Direct tactical and operational responsibilities rest with the IC. The EOC is a support entity.
- D. All positions may not be filled because of limited resources, positions may be combined, or assistance by personnel from outside agencies in performing the duties may be necessary.

V. CONTINUITY OF GOVERNMENT

- A. Lines of succession of EOC staff positions are maintained by the PCOES.
- B. If a transition in command occurs within the ICS, successors should be named by the IC. Those leaving the post are responsible for briefing relief forces at the time of transition.

VI. ADMINISTRATION AND LOGISTICS

A. Administration

1. Reporting Requirements

- a. All agencies should prepare and disseminate periodic SITREPS throughout a response operation to keep all involved agencies updated.
- b. The PCOES Director should compile SITREPS and cost recovery requests into proper submissions to higher levels of government following the conclusion of emergency operations.
- c. All involved agencies should provide all documentation for these requests to the PCOES Director within 10 days of the conclusion of major operations.
- d. The PCOES Director should ensure that periodic communications occur with the WVEMD. The primary form of communication with the WVEMD and SEOC is via WebEOC.

2. EOC Forms and Records

- a. Message forms should be used for all information coming to the EOC via telephone or radio.
- b. Staff sending or receiving messages should maintain an individual message log recording every message sent or received.

3. EOC function and operation is controlled through an Operating Guideline (OG) maintained by the PCOES that includes the layout, duties of staff, security, message forms, the notification roster, etc.

B. Logistics

1. EOC Security

- a. Each authorized person should sign in and out of the EOC.
- b. Media representatives should be directed to the designated media briefing points.
 - i. The media should not be permitted access to the operations area(s) of the EOC.
 - ii. The PCOES Director and the county PIO should be responsible for designating media briefing times and locations.

2. The IC may activate the logistics section of the command staff to coordinate and manage logistical aspects and the finance/administrative section to coordinate administrative requirements when the EOC is not activated.

VII. PLAN DEVELOPMENT AND MAINTENANCE

The PCOES Director is responsible for reviewing and updating this annex on a regular basis.

APPENDIX 1: ICS Forms

ICS-201	INCIDENT BRIEFING
ICS-202	INCIDENT OBJECTIVES
ICS-203	ORGANIZATION ASSIGNMENT LIST
ICS-204	ASSIGNMENT LIST LIST
ICS-207	INCIDENT ORGANIZATION CHART
ICS-214	ACTIVITY LOG
ICS-215	OPERATIONAL PLANNING WORKSHEET
ICS-215A	INCIDENT ACTION PLAN SAFETY ANALYSIS
ICS-220	AIR OPERATIONS SUMMARY
ICS-225	INCIDENT PERSONNEL PERFORMANC RATING