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.