



Danny Rhynes Interagency Training Center
602 S. Tippecanoe Ave.
San Bernardino, CA 92408
(909) 382-2984 Fax (909) 382-4192
Email: drtc@fs.fed.us

Memorandum

DATE: November 24, 2015

SUBJECT: ICS-300 Intermediate Incident Command System (ICS): ICS for Supervisors and Expanding Incidents

TO: Course Participant

You have been selected to attend *ICS-300 Intermediate ICS: ICS for Supervisors and Expanding Incidents* (FEMA) training session at the Danny Rhynes Interagency Training Center on January 19-22, 2016. **Class will begin at 1300 hours on Tuesday, January 19th and conclude at approximately 1700 hours on Friday, January 22nd.**

Beginning October 1, 2014, *I-300; Intermediate ICS* (NWCG version) was removed from the NWCG Products Management System. In lieu of the NWCG course curriculum, the FEMA *ICS-300 Intermediate ICS: ICS for Supervisors and Expanding Incidents* course curriculum is now the accepted course.

Course Description:

This course provides description and detail of the Incident Command System (ICS) organization and operations in supervisory roles on expanding or Type 3 incidents. Topics include: ICS fundamentals review, incident/event assessment and agency guidance in establishing incident objectives, Unified Command, incident resource management, planning process, demobilization, transfer of command, and close out.

Student prerequisites include successful completion of:

1. I-100 (NWCG), IS-100 (FEMA), or ICS-100 (FEMA) Introduction to ICS
2. I-200 Basic ICS, IS-200 Basic ICS, or ICS-200 Basic ICS: ICS for Single Resources and Initial Action Incidents

****ALL STUDENTS:** Please complete and return the pre-registration form to the training center no later than close of business **Tuesday, January 5, 2016**. FAX copies are sufficient.

Tuition:

Your tuition cost is **\$300.00**

All students must submit a NWCG Nomination Form with proper agency charge codes and signatures for payment. Forms can be attained on-line at: “nationalfiretraining.net”.

Billing Information:

Forest Service (Other Regions): The approved NWCG Nomination Form will be used for payment. This form must include proper agency charge codes and signatures.

Other Federal Agencies: The approved NWCG Nomination Form will be used for payment. This form must include proper agency codes, agreement numbers and signatures.

Other Non Federal Agencies: It is recommended that students pay with check or money order at the facility at the start of class. There is an additional 8% administrative fee added to this tuition charge. If payment is not received, a bill of collection will be issued to your agency.

Cancellations: Cancellations must be made one week prior to the course start date. If a cancellation occurs after the one-week cut off and the slot goes unfilled, there will be a charge not to exceed the tuition charge for the course. **The last date to cancel for this course is January 5, 2016.**

If a student cancels within the two-week period and pre work has already been received, the student needs to return pre work to the training facility.

Dress: Students are to wear casual office attire. This means attire suitable for public contact (no shorts, tank tops, flip flops, etc).

Any questions regarding this course may be directed to your unit training coordinator or appropriate training representative. If you are self-sponsored, you may contact the training center directly at drtc@fs.fed.us.

Travel: For travel and lodging information navigate on the internet to the DRTC website: <http://www.fs.usda.gov/goto/sanbernardino/travel>.

Tracy Stelman

Acting Danny Rhynes Training Center Manager and Forest Training Officer

Enclosures:

Student Pre-Registration Form

**PRE-REGISTRATION FORM
DANNY RHYNES INTERAGENCY TRAINING CENTER**

FAX: 909-382-4192 or email to drtc@fs.fed.us

ALL Blocks MUST be Completed

Course Title: ICS-300 Intermediate ICS: ICS for Supervisors and Expanding Incidents **Date:** January 19-22, 2016

Trainee Name _____ **Email** _____

Agency:

FS: Forest: _____ District: _____

Region _____ Unit: _____

Other Agency: _____ *(Ranger Unit/Station)*

(County – City – OES – CHC Student – NPS – BLM – USCG / Use your three letter designator.)

Work Address: _____

(Mailing Address of your unit headquarters.) (City – State – Zip Code)

Phone Number: _____ **Cell Number:** _____

Supervisor Name/Title _____ **Phone:** _____

Training Officer Name: _____ **Phone:** _____

**RETURN THIS FORM TO THE
TRAINING CENTER
BY COB:**

January 5, 2016