



HEADQUARTERS
CIVIL AIR PATROL - NORTHEAST REGION
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Commander's Policy on Level 1 Incident Commander Approvals

The Commander's Policy defines the procedures used within the NER to approve level 1 IC candidates.

1. A level 1 Incident Commander (IC) is expected to manage and operate the most complex missions requiring region or multi-region resources on a NIMS type 1 or 2 incident. The incident is expected to go into multiple operational periods. A written IAP and formal briefings will be required for each operational period. Across region resources may be required. All command and general staff positions are activated. An incident requiring a level 1 IC is of national significance and activates the National Response Plan. A level 1 IC is expected to be able to handle incidents which include both FEMA disaster relief as well as large scale SEMA support missions. Examples include missions assigned by SEMA and FEMA to support strong hurricane or devastating floods disasters, Operation Katrina, and Operation Deepwater Horizon
2. CAPR 60-3 dated 26 December 2012 provides that level 1 ICs must be approved at the region level. The Commander's Policy defines the procedures used within the NER to approve level 1 IC candidates.
3. The NER/CC will appoint a NER Incident Commander Review Board (ICRB). The NER ICRB will be chaired by the NER/DO and consist of the NER/DOS, NER/DOO, and the NER/DOT. The board will meet on an as required basis. Method of meeting will be determined by the NER ICRB chair.
4. The NER ICRB will review and recommend approval/non-approval to the NER/CC for all level 1 IC candidates. The NER/CC or the commander's designee may in extenuating circumstances waive any or all the requirement of this policy for qualified candidates who have gained the necessary experience outside of the CAP.
5. Before a member of the NER or its nine (9) wings can be approved as a level 1 IC, the following criteria must be met:
 - a. The level 1 IC candidate shall have at least 4 years experience as an level 2 IC and must provide documentation they have served as a level 2 IC for at least 4 missions or exercises that involved significant (minimum of 6 air and ground) sorties during the same operational period and involved coordination with at least one other CAP wing and one non-CAP agency. This could be participation in multi-wing / region or wing / multi-region inter-operability exercises or missions. Documentation must be included in the members training package.
 - b. Completion of the training requirements listed on SQTR for level 1 IC.
 - c. Each task in the Advanced Training Section of the SQTR for level 3 IC must be completed again. Documentary evidence must be presented that each task has been satisfied. This may be presented in the form of worksheets used by the candidate to complete those tasks.

- d. The level 1 IC candidate must have served as an IC or AL for two (2) multi-agency training exercises or missions excluding AFRCC missions.
 - i. The two exercises the candidate uses for completion of the level 1 IC qualification must be overseen by two different IC evaluators.
 - ii. Each evaluator must be a current level 1 IC.
 - iii. In each of the two exercises the evaluator will only provide credit if the candidate meets the full standard of a level 1 IC for the exercise, as if the evaluator had not been present.
 - e. The level 1 IC candidate must have demonstrated actual experience in working with agencies outside of the CAP and the AFRCC on no less than ten (10) missions. Interaction with external agencies will include a minimum of five (5) real missions and the rest may be during a training exercise. The interface with the external agency must not be simulated.
 - f. The wing Director of Emergency Services will prepare a level 1 IC training package and forward a written recommendation to the wing commander for endorsement.
 - g. The wing commander will forward the level 1 IC training package, with an endorsement, to the NER ICRB for review. The NER ICRB will review the package and if further training is required, will have the wing commander provide the added training and resubmit the training package with the added training documentation.
 - h. The NER/DO will forward a recommendation for approval/non-approval to the NER/CC for action.
 - i. After the NER/CC's review the members Ops Qualifications will be updated in WMIRS. Once updated the member can perform IC 1 duties.
 - j. The NER/DOS will retain the member's IC 1 training package.
6. Members qualified for level 1 IC will be evaluated on one mission every three (3) years by a qualified level 1 IC evaluator.
7. Members who transfer to the Northeast Region from other regions will be required to demonstrate proficiency through participation in a mission under the supervision of a level 1 IC evaluator. Failure to demonstrate proficiency will require the member's level 1 IC qualification to be rescinded until such time as they met the NER requirements for level 1 IC as listed above.

Daniel Leclair, Colonel CAP
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Certified 10 Dec 15, Col Dave Braun, NER DO