



FEDERAL EMERGENCY MANAGEMENT AGENCY
Emergency Support Function-9 - Incident Support Team
National Urban Search and Rescue Response System

PLANNING CYCLE
Based on 12 hour shifts

DAY SHIFT

EVENT

NIGHT SHIFT

____(1 hr)_____

Shift Change/Debriefings

____(1 hr)_____

____(.5 hr)_____

Section Staff Meetings

____(.5 hr)_____

____(3 hr)_____

Sections prepare for planning meeting _____(3 hr)_____
(Operations & Plans develop draft ICS 215)

____(1 hr)_____

Conduct planning meeting

____(1 hr)_____

____(3 hr)_____

Prepare action plan _____(3 hr)_____
(Action plan inputs due: _____)

____(1 hr)_____

Review, finalize & approve action plan _____(1 hr)_____
(Duplicate & distribute action plan)

____(1 hr)_____

Prepare for operations briefing

____(1 hr)_____

____(.5 hr)_____

Conduct operations briefing

____(.5 hr)_____

____(.5 hr)_____

Finalize reports

____(.5hr)_____

Shift Change



FEDERAL EMERGENCY MANAGEMENT AGENCY
Emergency Support Function-9 - Incident Support Team
National Urban Search and Rescue Response System

PLANNING CYCLE
Based on 24 hour shifts

TIME

EVENT

_____(1 hr)_____

Shift Change/Debriefings

_____(.5 hr)_____

Section Staff Meetings

_____(3 hr)_____

Sections prepare for planning meeting
(Operations & Plans develop draft ICS 215)

_____(1 hr)_____

Conduct planning meeting

_____(3 hr)_____

Prepare action plan
(Action plan inputs due: _____)

_____(1 hr)_____

Review, finalize & approve action plan
(Duplicate & distribute action plan)

_____(1 hr)_____

Prepare for operations briefing

_____(.5 hr)_____

Conduct operations briefing

_____(.5 hr)_____

Finalize reports

Shift Change