

**NIMS Plan of Action
For
New York State Association of Fire Chaplains**

This plan of action will be for the New York State Association of Fire Chaplains to be deployed in an emergency situation inside or outside the state of New York.

Qualifications

1. All chaplains in the state will be classified into 3 levels.
2. The 3 levels are as follows:
 - a. Level 1 (Available outside the State of New York)
 - i. NIMS compliant to Level 200
 - ii. CISM Trained
 - iii. Red Cross Certified
 - iv. Mutual Aid Form on file.
 - v. Clearly identified as to ordained or lay chaplain
 - b. Level 2 (Available inside the State of New York)
 - i. NIMS compliant to Level 200
 - ii. CISM Trained
 - iii. Mutual Aid Form on file.
 - iv. Clearly identified as to ordained or lay chaplain
 - c. Level 3
 - i. All other chaplains

Line of Authority

1. A team leader will be designated by the Chief Chaplain/Executive Secretary and will be in charge of the deployed chaplains. The team leader will appoint deputy leaders as needed. All team leaders will be trained to NIMS Level 300.
2. The team will be of a size consistent with the calling agencies needs.
3. The team will be held accountable to the Chief Chaplain/Executive Secretary.

Deployment

1. The calling agency will contact the Chief Chaplain/Executive Secretary with a request for chaplains and information of what they will be doing.
2. The Chief Chaplain/Executive Secretary will recruit the team leader and qualified chaplains and arrange for them to meet at staging.
3. The team leader will then make presence known to the Incident Commander (or designate) and be assigned to duty.

Financial

1. All activated chaplains should plan on a 14 day assignment unless otherwise directed.
2. All chaplains should plan on covering their own expenses for food and supplies.
3. Reimbursements will be applied for from the sponsoring agency through the association. All receipts will be turned into the team leader who will pass those on to the Executive Secretary for processing.