



Minnesota Department of Public Safety Information Sheet

National Incident Management System

Capability Assessment Support Tool

(NIMCAST)

Minnesota Homeland Security and Emergency Management
Information Sheet—April 2005

444 Cedar Street, Suite 223
St Paul, MN 55101
www.hsem.state.mn.us

NOTE: The Federal guidance and requirements for NIMS continue to evolve. Please check the HSEM website for latest updates.



THERE ARE TWO NIMCAST ASSESSMENT SYSTEMS AVAILABLE AT THE NIMCAST WEBSITE:

www.fema.gov/nimcast

1. General Public Use
 2. Official NIMS Compliance (HSEM Administered)
- TO GAIN ADMITTANCE TO THE OFFICIAL STATE OF MINNESOTA NIMCAST ASSESSMENT YOU MUST RECEIVE YOUR ACCOUNT ACCESS THROUGH THE HSEM NIMCAST COORDINATION TEAM.**

OFFICIAL ACCESS NOT AVAILABLE ON THE FEMA WEBSITE.

ABOUT NIMCAST

The National Incident Management System Capability Assessment Support Tool (NIMCAST) is a self-assessment instrument for federal, state, local and tribal governments and private-sector and nongovernmental organizations to evaluate their jurisdiction's ability to effectively prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. The National Incident Management System (NIMS) and, by extension, the NIMCAST are designed to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive system for incident management.

BACKGROUND:

In Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*, the President directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS).

The NIMS incorporates the best practices currently in use by

incident managers at all jurisdictional levels and represents a core set of doctrine, concepts, principles, terminology, and organizational processes that will enable effective, efficient, and collaborative incident management. HSPD-5 requires all Federal departments and agencies to adopt the NIMS and to use it in their individual domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation programs and activities.

The Department of Homeland Security, NIMS Integration Center (NIC) developed the NIMCAST as a method of contributing to the establishment of a national baseline for compliance by all Federal, State, local, tribal governments and private industry with the NIMS.

The NIMCAST will also include readiness metrics strategies,

TWO COMPLEMENTARY PRESIDENTIAL DIRECTIVES

HSPD-5: Identifies steps for improved coordination in response to incidents. It requires the Department of Homeland Security (DHS) to coordinate with other Federal departments and agencies and State, local, and tribal governments to establish a National Response Plan (NRP) and a National Incident Management System (NIMS).

HSPD-8: Describes the way Federal departments and agencies will prepare for such a response. It requires DHS to coordinate with other Federal departments and agencies and State, local, and tribal governments to develop a National Preparedness Goal and align preparedness programs and activities in a wide range of areas to support the Goal.

Minnesota's Compliance to the National Incident Management System Capability Assessment Support Tool (NIMCAST)



and a system for assessing the nation's overall preparedness to respond to major events, especially those involving acts of terrorism.

AUTHORITIES:

- Homeland Security Act of 2002
 - Homeland Security Presidential Directive/HSPD-5, *Management of Domestic Incidents*
 - Homeland Security Presidential Directive/HSPD-8, *National Preparedness*
- Department of Homeland Security (DHS), National Incident Management System, dated March 1, 2004

WHY DO WE NEED A SELF-ASSESSMENT?

The current Minnesota grant guidance requires that a NIMS compliance assessment be completed for each jurisdiction receiving ODP funding. The NIMCAST is a tool that will most easily complete this requirement. HSPD-5 requires Federal departments and agencies to make adoption of the NIMS by State and local organizations a condition for Federal preparedness assistance beginning in FY 2005. The NIMCAST will help facilitate the implementation of the NIMS by Federal, State, local, and tribal governments in order to meet the requirements established in HSPD-5.

WHAT DOES NIMCAST DO?

The NIMCAST is designed for incident and resource managers as a comprehensive self-assessment support tool. The NIMCAST allows users to assess the current status/level of their respective jurisdiction's or organization's incident preparedness against the requirements outlined in the NIMS. Using the NIMCAST as a method of identifying weaknesses in incident preparedness will assist incident and

resource managers to become compliant with NIMS. As a self-assessment support tool, the NIMCAST not only aids users to become compliant with the NIMS, but also supports incident and resource managers seeking to enhance and maximize the effectiveness of their incident preparedness as a central point for identifying and acquiring resources.

HOW IS NIMCAST ASSEMBLED?

The NIMCAST is a compilation of statements based directly upon requirements found in the NIMS. All questions are in a "Yes/No" format. Each chapter of NIMS is broken down by sections that include compliance requirements. The language found in NIMS that outlines the requirements accompanies each question in the NIMCAST. Some questions include information providing help or clarification for answering the particular question.

HOW DO I REQUEST A NIMCAST ACCOUNT?

There are two NIMCAST assessment systems available at www.fema.gov/nimcast.

1. General Public Use
2. Official NIMS Compliance

To gain admittance to the official state of Minnesota NIMCAST assessment you must receive your account access through the HSEM NIMCAST coordination team.

This will ensure that your local jurisdiction's assessment will be included in the state's roll-up within NIMCAST. Only jurisdictions granted accounts by HSEM staff will roll-up into the state of Minnesota's assessment. All NIMCAST assessments previously launched in the portal are not tied to the state's official NIMCAST assessment and therefore no credit will be given for completion.

WHO IS ELIGIBLE TO REGISTER FOR NIMCAST?

The NIMCAST is available to state, local county, city, tribal and private industry incident resource managers.

TO OBTAIN AN AUTHORIZED NIMCAST ACCOUNT:

Fax the attached registration form or submit on your jurisdictions letterhead to the attention of:

HSEM NIMCAST Coordination Team

Fax: 651.215-6879

Your Name:

Your Organization:

Your Telephone Number:

Your Email Address:

Your Jurisdiction Type:

(State Agency, County, City, Township, Tribal Government, Private Industry)

NIMS COMPLIANCE COMPLETION TIMELINES:

- Estimated 2-3 hours to complete the NIMCAST assessment on-line
- Use the NIMCAST on-line tool to complete your jurisdictional NIMS implementation action plan by Oct 1, 2006
- In order to remain eligible for Homeland Security grant funding each jurisdiction must demonstrate compliance to the NIMS system
- Minnesota is required to demonstrate NIMS compliance by 2007
- Additional information will be provided at regional HSEM meetings or by contacting:
 - Glenn Elvecrog 218.549-3285
 - Marita Nelson 651.282-5393
 - Kari Goelz 651.282-5391

Minnesota's Compliance to the National Incident Management System Capability Assessment Support Tool (NIMCAST)



TO: HSEM NIMCAST Coordination Team
Attention: Glenn Elvecrog, Kari Goelz or Marita Nelson

Fax: 651.215-6879

REGISTRATION FOR AUTHORIZED NIMCAST ACCOUNT

Your Name: _____

Your Organization: _____

Your Telephone Number: _____

Your Email Address: _____

Your Jurisdiction Type: _____

(State Agency, County, City, Township, Tribal Government, Private Industry)

Date Of Request _____

HSEM USE ONLY:

Date Received: _____ **User Name:** _____ **FIPS Code:** _____

Permission Type: N R S A **C Accounts:** _____ **GC Accounts:** _____

Confirmation Sent: _____ **Approved By:** _____