



# OneResponder



National Incident Management System  
Guideline for Resource Management Preparedness  
June 2021  
FEMA

## What is OneResponder?

OneResponder is the personnel qualifications management tool that is part of the National Resource Hub. It supports the implementation of the National Incident Management System's (NIMS) resource management objective to qualify, certify, and credential incident personnel and aids in implementing the National Qualifications Task System (NQS).

## Use OneResponder To:

- Implement the NQS across your organization.
- Issue, track, and approve Position Task Books.
- Configure resources to local requirements.
- Manage qualifications and training.
- Share personnel qualifications information across organizations.



OneResponder is available at no-cost to all state, local, territorial, and Tribal agencies, non-governmental organizations, and other mission partners.

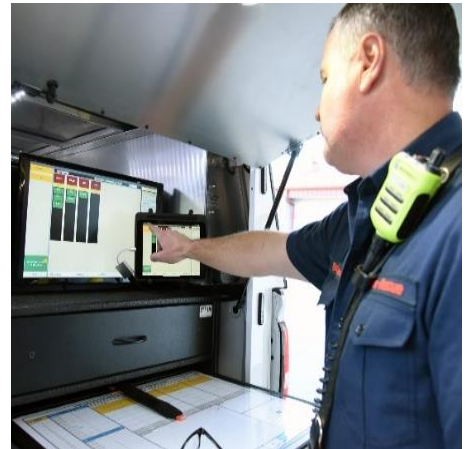


POSITION TASK BOOK FOR THE POSITION OF FEMA

### ALL-HAZARDS NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) INCIDENT COMMANDER (TYPE 1)

*In Behavior: Ensure readiness for assignment*

TASK	CODE	EVALUATION RECORD #	EVALUATOR INITIALS AND DATE
1. Arrive properly equipped at designated time and location and check in according to agency organization guidelines: • Arrive with go-kit and any additional equipment • Carry out check-in procedures and ensure assigned personnel for the team	E, F, I		
2. Obtain complete incident and logistical information: • Incident name, number, anticipated duration, size, type, responsibilities and expectations • Reporting time and location • Transportation arrangement and travel routes • Contact procedures during travel (telephone/radio) • Expected working conditions • Personal Protective Equipment (PPE) • Security measures • Updated contact information and information links	E, F, I		
3. Obtain, assemble and prepare information and materials for go-kit. The kit should contain critical items for the assignment and be easily transportable. • Supplies: • Office supplies appropriate to the function • Authority Having Jurisdiction (AHJ) identification badge and qualification card • Reference materials: • Functional guidelines relative to incident type (agency guidance or other functional guidelines) • AHJ operations guides or other operational guides • Position manuals • Forms • Agency-specific forms appropriate to the function	E, F, I		



Visit: <https://pretoolkit.fema.gov/web/national-resource-hub/>

Technical Assistance is available through FEMA's National Integration Center and your FEMA Region by contacting: [FEMA-NIMS@fema.dhs.gov](mailto:FEMA-NIMS@fema.dhs.gov)

