



Characteristics of the Incident Command System: Branch Director

No. CC-2015-3 December 21, 2015

Learning Objective: The student will be able to understand the Branch Director's or OPBD's responsibilities within the Incident Command System (ICS).

The OPBD is responsible for implementing the portion of the Incident Action Plan (IAP) that is appropriate to his or her geographical or functional branch. The OPBD reports to the Operations Section Chief (OSC).

- Review Common Responsibilities.
- Develop, with subordinates, alternatives for Branch control operations.
- Attend planning meetings at the request of the OSC.
- Review Division/Group Assignment List (ICS Form 204) for Divisions or Groups within the Branch. Modify list based on effectiveness of current operations.
- Assign specific work tasks to Division and Group Supervisors.
- Supervise Branch operations.
- Resolve logistical problems reported by subordinates.
- Report to the OSC when the IAP needs to be modified, additional resources are needed, surplus resources are available, or when hazardous situations or events occur.
- Approve accident and medical reports originating within the Branch.
- Maintain Unit/Activity Log (ICS Form 214).

For additional information regarding the OPBD's responsibilities, the U.S. Fire Administration/National Fire Academy Field Operations Guide can be accessed at <http://feti.lsu.edu/municipal/NFA/TRADE/materials/TRADE%20CD%20XVI//WebHelp/index.htm>.

Operations Section Chief

Branch Director