



Characteristics of the Incident Command System: Liaison Officer

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Learning Objective: The student will be able to understand the Liaison Officer's or LOFR's responsibilities within the Incident Command System (ICS).

The LOFR is responsible for assisting the Incident Commander (IC) with assisting agencies. Incidents that are multijurisdictional or have several agencies involved may require the establishment of the LOFR position.

The LOFR reports to the IC.

- Review Common Responsibilities.
- Be a contact point for agency representatives.
- Maintain a list of assisting and cooperating agencies and agency representatives.
- Assist in establishing and coordinating interagency contacts.
- Keep agencies supporting the incident aware of incident status.
- Monitor incident operations to identify current or potential interorganizational problems.
- Participate in planning meetings and provide current resource status, including limitations and capabilities of assisting agency resources.
- Assign Assistant LOFR as appropriate.
- Maintain Unit/Activity Log (ICS Form 214).

For additional information regarding the LOFR'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>.

