
Unit 2: Overview of the Operations Section



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Visual 2.1

Unit Terminal Objective

**Describe function and components
of the Operations Section.**



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Unit Enabling Objectives

- **Describe the purpose of the Operations Section.**
- **Describe the responsibilities of the Operations Section Chief (OSC).**
- **Describe responsibilities of a Branch Director in the Operations Section.**
- **Describe the key elements of the Division/Group Supervisor position.**



Unit Enabling Objectives (Cont.)

- **Define Division Supervisor and Group Supervisor positions and describe the difference and similarities between the two positions**
- **Describe the leadership, management, and supervision concepts relevant to the position of Division/Group Supervisor.**
- **Describe the differences and similarities between the Division/Group Supervisor and Operations Section Chief/Branch Director, Strike Team/ Resource Team Leader (STL), and Task Force Leader (TFL).**



The Operations Section

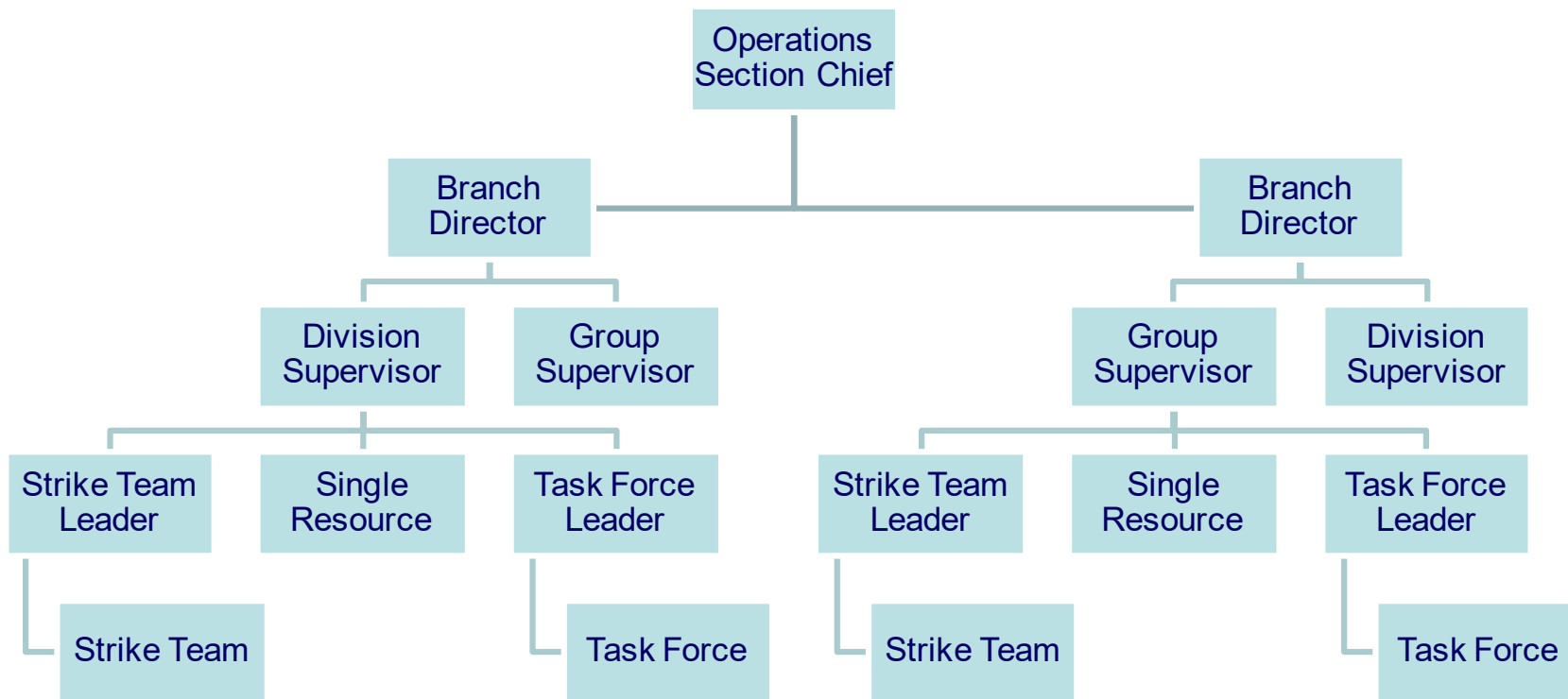
Responsible for:

- **All tactical incident operations**
- **IAP Implementation**



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Organization of Operations Section



Operations Section Chief Role and Responsibilities

Responsible for:

- **Translating objectives into strategy and tactics.**
- **Gathering information and formulating the tactical plan for the IAP for each Operational Period**
- **Supervising the Operations organization.**



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Operations Section Chief Role and Responsibilities (Cont.)

Coordinates with or may interact with:

- **Command staff**
- **General staff**
- **Subordinates**
- **Agency Representatives**
- **Resource Advisors**
- **Local Officials**
- **Media**
- **Public**
- **Technical Specialists**
- **Training Specialists**



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Branch Director Role and Responsibilities

Responsible for:

- **Lead, manage, and supervise subordinates assigned to the Branch.**
- **Implementation of IAP as appropriate for their Branch.**
- **Development of alternatives for Branch operations.**
- **Attendance at Planning Meetings with the Operations Section Chief at their request.**
- **Help to develop tactical plans and required resources for the Branch for the next operational period.**



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Branch Director Role and Responsibilities (Cont.)

Responsible for:

- **Supervising Branch operations.**
- **Reviewing the ICS Form 204—Assignment List for Divisions/Groups within the Branch.**
- **Assigning specific work tasks to DIVSs.**
- **Resolving logistical problems reported by subordinates.**
- **Reporting to Operations Section Chief as needed.**
- **Approving accident and medical reports.**
- **Maintaining the ICS Form 214—Activity Log.**



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Division/Group Supervisor Key Elements

- **Translates direction from the Operations Section Chief into on-the-ground tactical operations.**
- **Leads, manages, and supervises assigned subordinates.**
- **Implements the IAP.**
- **Reviews assignments and assigns tasks.**



Division/Group Supervisor Key Elements (Cont.)

- **Coordinates activities with adjacent Groups and Divisions.**
- **Determines need for assistance.**
- **Submits situation and resource status information to the Branch Director or Operations Section Chief.**
- **Resolves logistical problems within Division or Group.**
- **Develops Tactical Plans for next Operational Period.**



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Division Supervisor vs. Group Supervisor (1 of 4)

The Division Supervisor:

- **Supervises, coordinates, and manages a geographic area or functional portion of an incident.**
- **Works under the Operations Section Chief or Branch Director.**
- **Implements assigned portion of IAP.**



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Division Supervisor vs. Group Supervisor (2 of 4)

The Division Supervisor is responsible for all tactical activities within the Division regardless of discipline:

- **Law Enforcement**
- **Fire and Rescue**
- **EMS**
- **Public Works**



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Division Supervisor vs. Group Supervisor (3 of 4)

What's the difference?



A Division Supervisor supervises the tactical resources over a given geographic area, while a Group Supervisor supervises the same types and kinds of resources on a functional basis, regardless of location.



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Visual 2.15

Division Supervisor vs. Group Supervisor (4 of 4)

Like the Division Supervisor, the Group Supervisor:

- **Works for the Operations Section Chief or the Branch Director.**
- **Implements assigned portion of the IAP.**
- **Is responsible for the frontline supervision and management of assigned resources.**



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Division/Group Supervisor Resources

Types of resources that may be assigned to a Division or Group:

- **Crews**
- **Heavy equipment (like excavators)**
- **Engines or Strike Teams**
- **Patrol vehicles**
- **SWAT or HazMat Teams**
- **Boats**



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Groups Working Within Division Boundaries

- May both be used on an incident.
- Groups work where needed and may work within a Division's area.
- Neither supervises the other.
- Coordination is key.



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Incidents with Only Divisions or Only Groups

- **Just groups: organize by function or discipline.**
- **Just divisions: divide the response activities geographically.**



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Information Communication

The most critical element of the Division/Group Supervisor's job is to....

Clearly communicate assignments and incident activities to subordinates while maintaining safety as the highest priority for assigned personnel.



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Management and Supervision

- **Understand tactics but have broader strategic perspective.**
- **Monitor entire Division/Group.**



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Management and Supervision (Cont.)

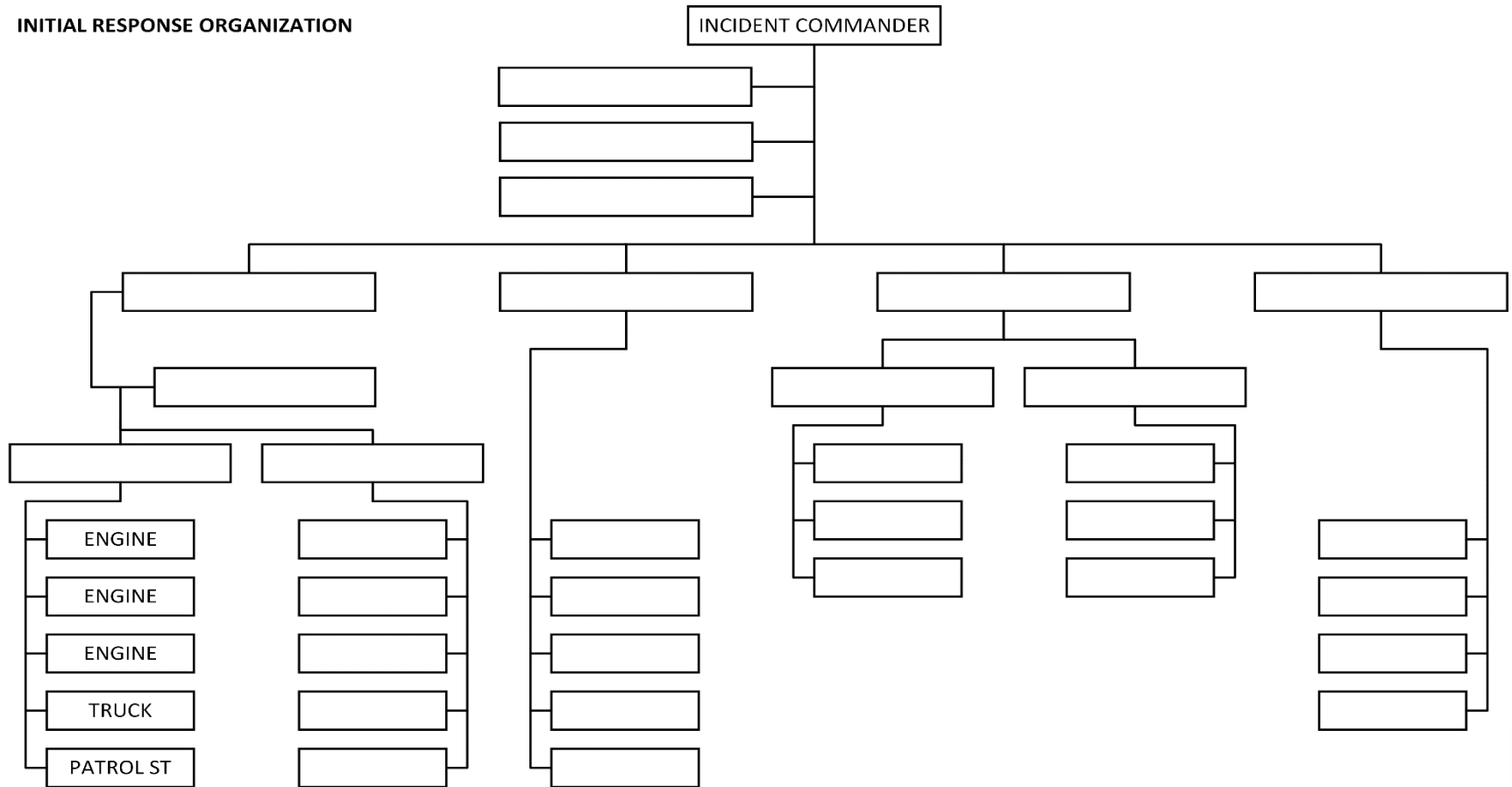
Management Skills:

- **Division/Group Supervisor is frontline manager.**
- **Manage by walking around.**
- **Be proactive.**
 - **Take control.**
 - **Demonstrate leadership.**
 - **Know your duties.**
 - **Delegate, communicate, and follow up.**
 - **Maintain personnel accountability.**



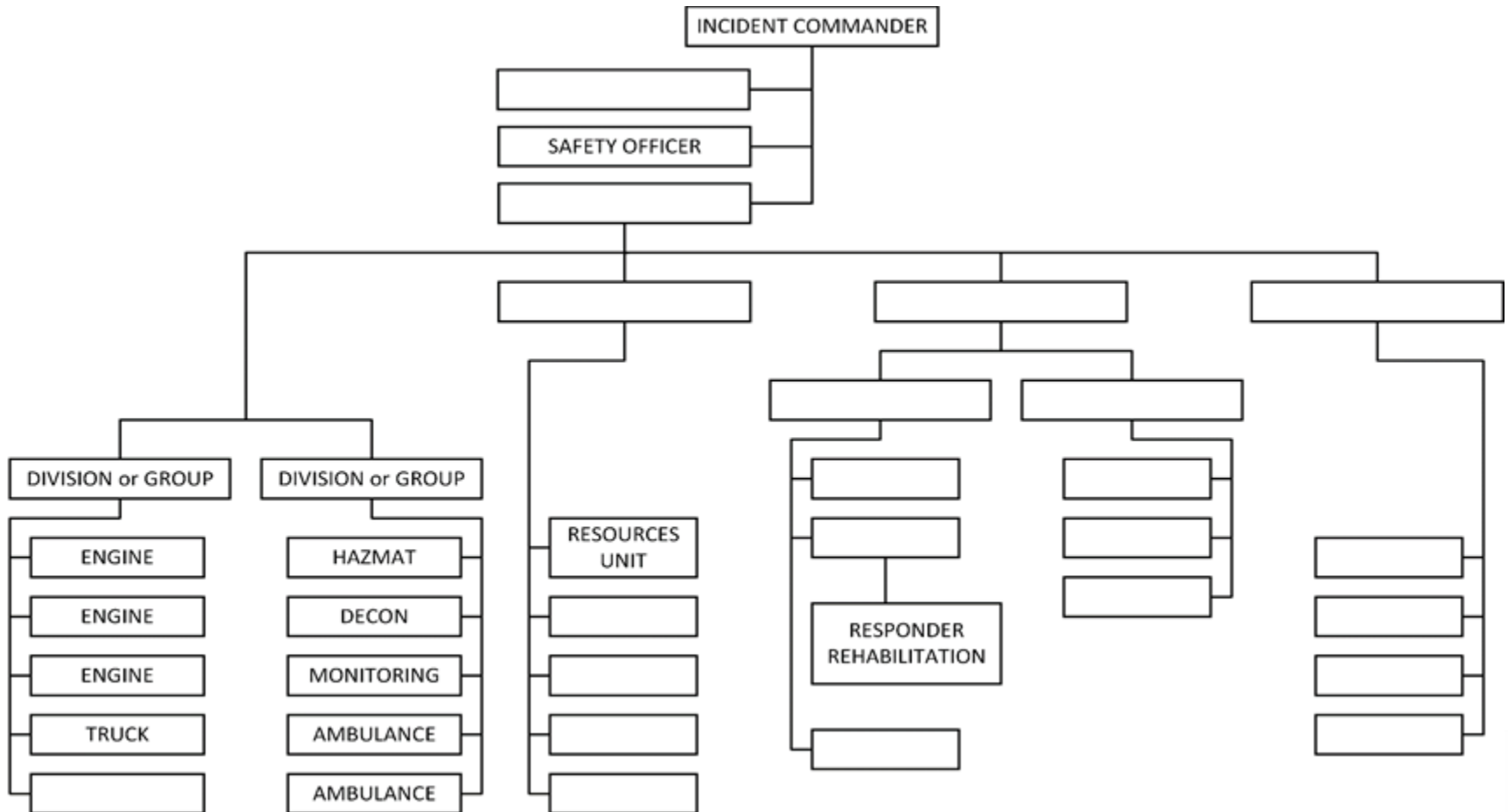
Organizational Development (1 of 4)

INITIAL RESPONSE ORGANIZATION



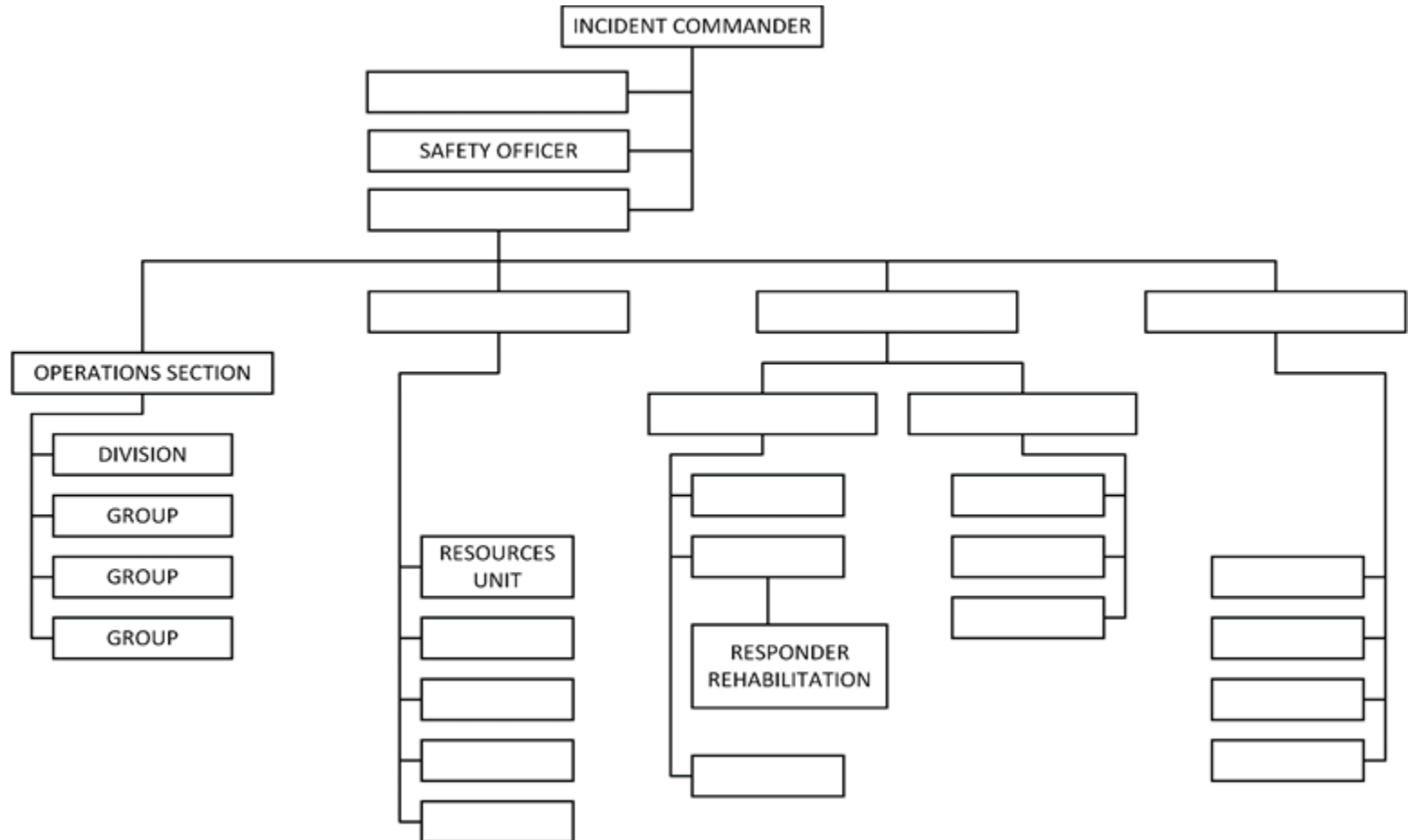
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Organizational Development (2 of 4)



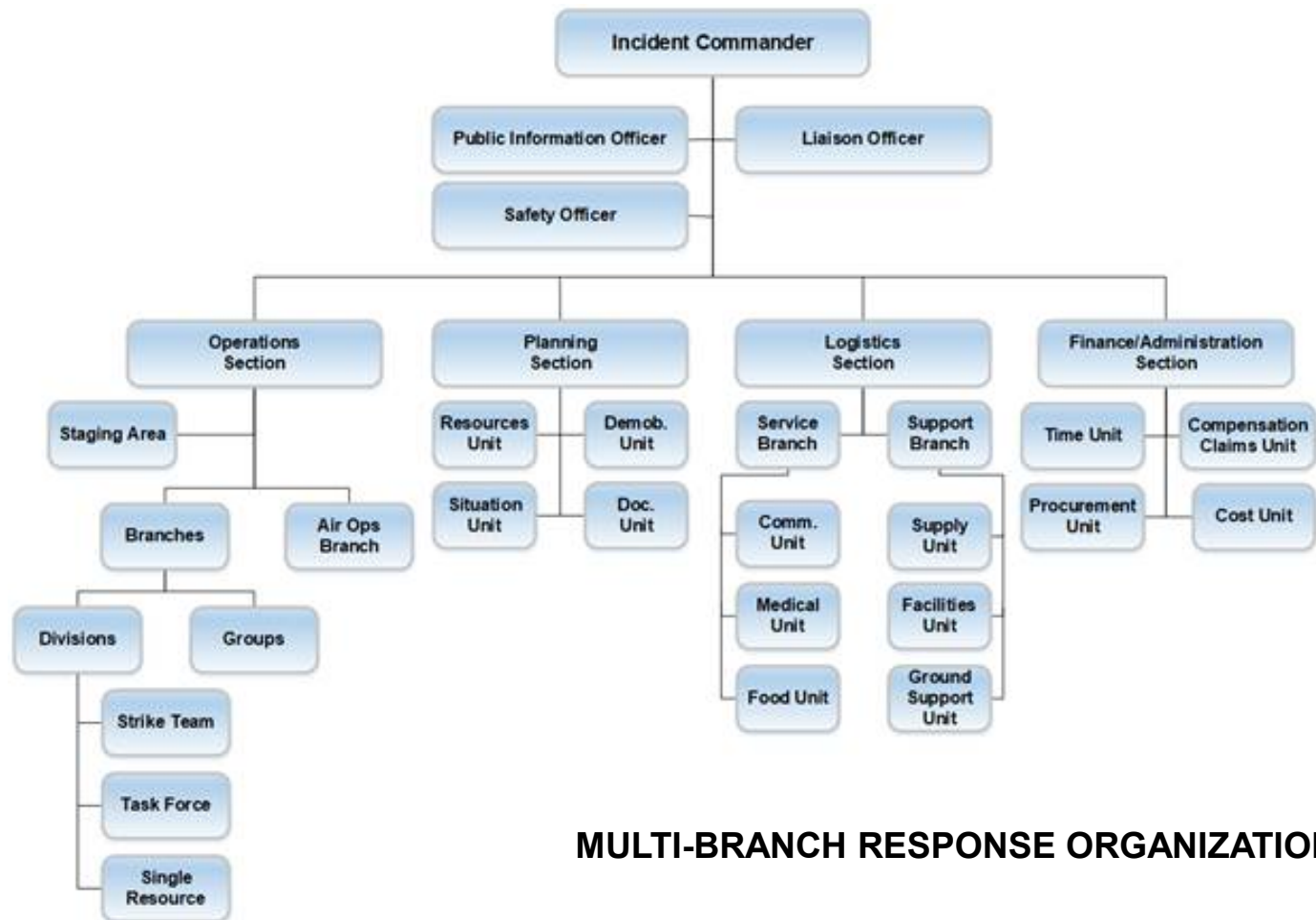
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Organizational Development (3 of 4)



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Organizational Development (4 of 4)



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Objectives Review

- 1. What is the purpose of the Operations Section?**
- 2. What are the responsibilities of the Operations Section Chief?**
- 3. What are the responsibilities of the Branch Director in the Ops Section?**
- 4. What are the key elements of the Division/Group Supervisor position?**



Objectives Review (Cont.)

- 5. What are the differences between the Division Supervisor and Group Supervisor positions?**
- 6. What are some leadership, management, and supervision concepts relevant to the position of Division/Group Supervisor?**
- 7. What are the differences between the Division/Group Supervisor and Operations Section Chief, Branch Director, Strike Team/Resource Team Leader, and Task Force Leader?**

