



HICS 203 – ORGANIZATION ASSIGNMENT LIST

1. Incident Name		2. Operational Period (#)	
		DATE: FROM: _____ TO: _____	
		TIME: FROM: _____ TO: _____	
POSITION		NAME	CONTACT INFO (PHONE, CELL, RADIO)
3. Incident Commander(s) and Staff			
Incident Commander			
Public Information Officer			
Liaison Officer			
Safety Officer			
Medical-Technical Specialist:			
Medical-Technical Specialist:			
Medical-Technical Specialist:			
Medical-Technical Specialist:			
4. Operations Section			
Operations Chief			
Staging Manager			
Medical Care Branch Director			
Infrastructure Branch Director			
Security Branch Director			
Hazardous Materials Branch Director			
Business Continuity Branch Director			
Patient Family Assistance Director			
Others if needed			
5. Planning Section			
Planning Chief			
Resources Unit Leader			
Situation Unit Leader			
Documentation Unit Leader			
Demobilization Unit Leader			
6. Logistics Section			
Logistics Chief			
Service Branch Director			
Support Branch Director			
7. Finance / Administration Section			
Finance/Administration Chief			
Time Unit Leader			
Procurement Unit Leader			
Compensation/Claims Unit Leader			
Cost Unit Leader			
8. Agency Executive			
9. External Agency Representative (in the Hospital Command Center)			
10. Hospital Representative (in the external Emergency Operations Center)			
11. Prepared by		PRINT NAME: _____	SIGNATURE: _____
		DATE/TIME: _____	FACILITY: _____



Purpose: List person assigned to Hospital Incident Management Team (HIMT) position
Origination: Planning Section Chief or designee (Resources Unit Leader)
Copies to: Command Staff, Section Chiefs, Branch Directors, and Documentation Unit Leader