# Checklist: NIMS Implementation Activities
## For Schools and Institutions of Higher Education

<table>
<thead>
<tr>
<th>NIMS Component</th>
<th>NIMS Implementation Activity</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td><strong>Adoption</strong></td>
<td>1. Adopt NIMS at the school and campus community level.</td>
<td>Complete</td>
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<td>2. Designate and maintain a <em>Single Point of Contact</em> to serve as principal coordinator for NIMS implementation at the school- and campus-community level.</td>
<td>Complete</td>
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<td>3. Ensure that Federal preparedness awards to the school- and campus-community level support the implementation of NIMS.</td>
<td>Complete</td>
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<td>4. Routinely include NIMS implementation activities in all audits associated with Federal preparedness awards.</td>
<td>Not Applicable</td>
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<tr>
<td><strong>Preparedness: Planning</strong></td>
<td>5. Develop, implement, and refine emergency management plans to incorporate NIMS and reflect the National Response Framework (NRF).</td>
<td>Complete</td>
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<td>6. Participate in and promote mutual aid agreements.</td>
<td>Complete</td>
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<tr>
<td><strong>Preparedness: Training</strong></td>
<td>7. Use existing resources such as programs, personnel, partners, and training facilities to coordinate and deliver NIMS training requirements.</td>
<td>Complete</td>
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<tr>
<td><strong>Preparedness: Exercises</strong></td>
<td>14. Incorporate NIMS and ICS into all emergency management training and exercises.</td>
<td>Complete</td>
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<td>15. Participate in an all-hazard exercise program based on NIMS that involves first responders from multiple disciplines, agencies, and organizations.</td>
<td>Complete</td>
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<td>16. Incorporate corrective actions into preparedness and response plans and procedures with community partners.</td>
<td>Complete</td>
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<tr>
<td><strong>Communication and Information Management</strong></td>
<td>17. Apply standardized and consistent terminology for school and campus incidents, including the establishment of plain language communication standards.</td>
<td>Complete</td>
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<td>18. Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during an incident/planned event.</td>
<td>Complete</td>
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<td><strong>Resource Management</strong></td>
<td>19. Maintain an inventory of organizational response assets—equipment, resources, and supplies.</td>
<td>Complete</td>
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<td>20. To the extent permissible by law, ensure that relevant national standards and guidance to achieve equipment, communication, and data interoperability are incorporated into acquisition programs.</td>
<td>Complete</td>
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<td>21. Utilize response asset inventory for intrastate/interstate mutual aid requests [such as Emergency Management Assistance Compact (EMAC)], training, exercises, and incidents/planned events.</td>
<td>Complete</td>
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<td>22. Initiate development of a State/Territory/Tribal-wide system (that incorporates local jurisdictions) to credential emergency management/response personnel to ensure proper authorization and access to an incident including those involving mutual aid agreements and/or assistance agreements.</td>
<td>Complete</td>
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<tr>
<td><strong>Command and Management</strong></td>
<td>23. Institutionalize the Incident Command System (ICS) for managing all emergency incidents and pre-planned school and campus events.</td>
<td>Complete</td>
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<td>24. Coordinate and support the development and use of integrated Multi-agency Coordination Systems (MACS).</td>
<td>Complete</td>
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<td>25. Establish the Public Information System (PIS) within the ICS framework.</td>
<td>Complete</td>
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<td>26. Ensure PIO procedures can gather, verify, coordinate, and disseminate information during an incident or planned event.</td>
<td>Complete</td>
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