

SESI KURSUS KOMANDER INSIDEN (ICS) *KEPADA*
PEJABAT PENGURUSAN KESELAMATAN DAN KESIHATAN PEKERJAAN
UNIVERSITI PUTRA MALAYSIA



Pengenalan Incident Command System (ICS)

ANGKATAN PERTAHANAN AWAM MALAYSIA



22 Julai 2024



Disampaikan oleh,
Lt. Kol (PA) Syed Azam Shah bin Syed Baharom
Penolong Pengarah
Bahagian Pengurusan Latihan
Ibu Pejabat Angkatan Pertahanan Awam Malaysia



ISI KANDUNGAN

1

PENGENALAN *INCIDENT COMMAND SYSTEM* (ICS)

2

PRINSIP ASAS *INCIDENT COMMAND SYSTEM* (ICS)

3

STRUKTUR ORGANISASI ICS DAN FUNGSI

4

BORANG & PENYEDIAAN DOKUMENTASI

5

APLIKASI ICS DALAM PENGURUSAN

6

MKN 20

7

RUMUSAN

8

RUJUKAN



APA ITU INSIDEN



Kejadian yang disebabkan oleh sama ada manusia atau fenomena semula jadi, yang memerlukan tindakan untuk mencegah atau meminimumkan kehilangan nyawa, kerosakan harta benda atau alam sekitar.

1

PENGENALAN *INCIDENT COMMAND SYSTEM* (ICS)

Konsep asal *Incident Command System* atau ICS mula diperkenalkan selepas malapetaka kebakaran yang berlaku pada awal 1970-an di Selatan California.

Ini berikutan daripada maklum balas yang diterima sewaktu Post Mortem insiden tersebut yang mana terdapatnya beberapa kelemahan pengurusan insiden sebelum itu seperti :

- Kurangnya kebertanggungjawaban;
- Komunikasi yang lemah;
- Kurangnya perancangan ;
- Komander yang berlebihan ; dan
- Tiadanya kaedah mengintegrasikan keperluan antara agensi



2

PRINSIP ASAS *INCIDENT COMMAND SYSTEM* (ICS)

APA ITU ICS?

- Konsep Pengurusan Insiden
- Penyelarasan pebagai bidang kuasa
- Proses standard
- Integrasi



Sumber: APM (Bah Kuning 2014/2015)

KELEBIHAN ICS



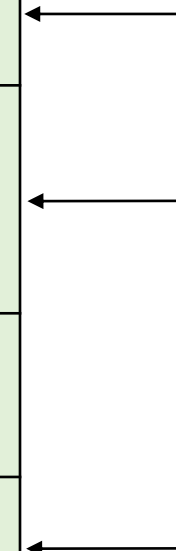
Bahagian Pengurusan Latihan IPPA

- Menjaga keselamatan responder dan lain-lain petugas.
- Pencapaian objektif taktikal.
- Penggunaan sumber yang efisien & cekap.
- Memenuhi keperluan insiden / operasi / pekerjaan dalam apa jua bentuk atau saiz.
- Membolehkan kakitangan daripada pelbagai agensi digabungkan dengan tersusun dan cepat ke dalam struktur pengurusan operasi / insiden / pekerjaan yang sama.
- Menyediakan sokongan logistik dan pentadbiran kepada kakitangan operasi.
- Dapat mengelakkan pertindihan tugas.



PERANAN ICS DALAM KESELURUHAN RESPON

Kumpulan	Sasaran
Undang-Undang, Dasar dan Kuasa	Pegawai/Agensi Bertanggungjawab
Koordinasi, Strategi, Sumber dan Bantuan	Jawatankuasa Pengurusan Bencana
	Pusat Kawalan Operasi Agensi
Perintah di Tempat Kejadian	Komander Insiden di lapangan





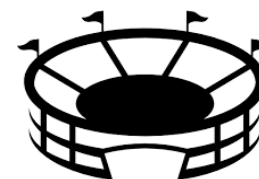
•INSIDEN / PERISTIWA YANG BOLEH MENGGUNAKAN ICS



Bencana Alam (Banjir, Gempa Bumi, Tanah Runtuh, Kebakaran Hutan, Dan Lain-Lain) .



Wabak Penyakit (Disebabkan Manusia Atau Haiwan)



Pengurusan Acara (Perarakan, Acara Sukan, Persidangan, Konsert).



Insiden Keganasan (*Terrorism*)



Insiden Bahan Berbahaya



Operasi Pemulihan (*Recovery*)



Pengagihan Bantuan Kemanusiaan



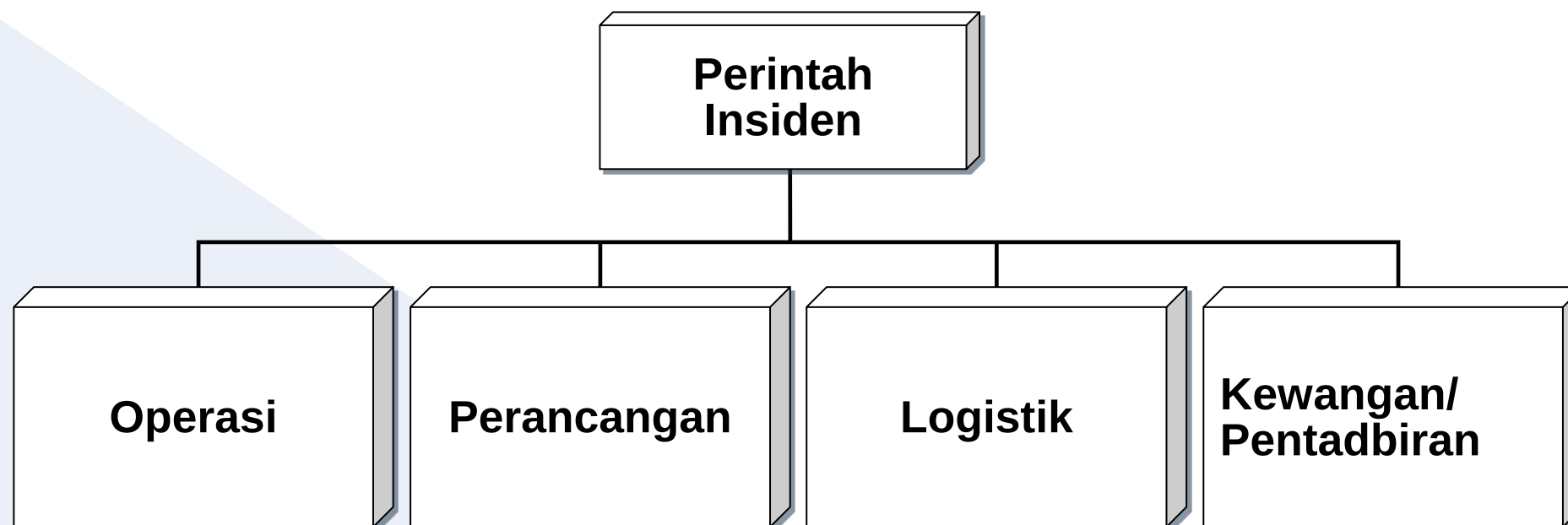
Misi Mencari & Menyelamat



3

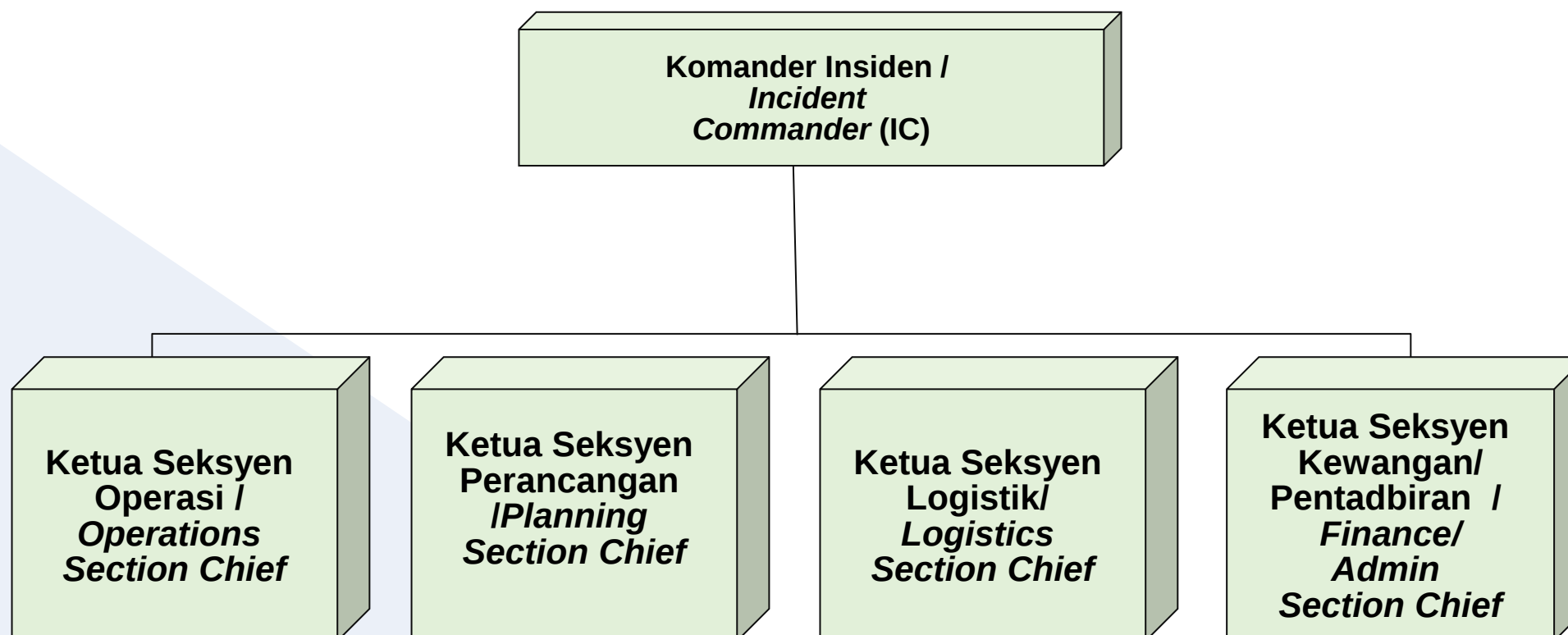
STRUKTUR ORGANISASI ICS DAN FUNGSI

•Organisasi Asas ICS



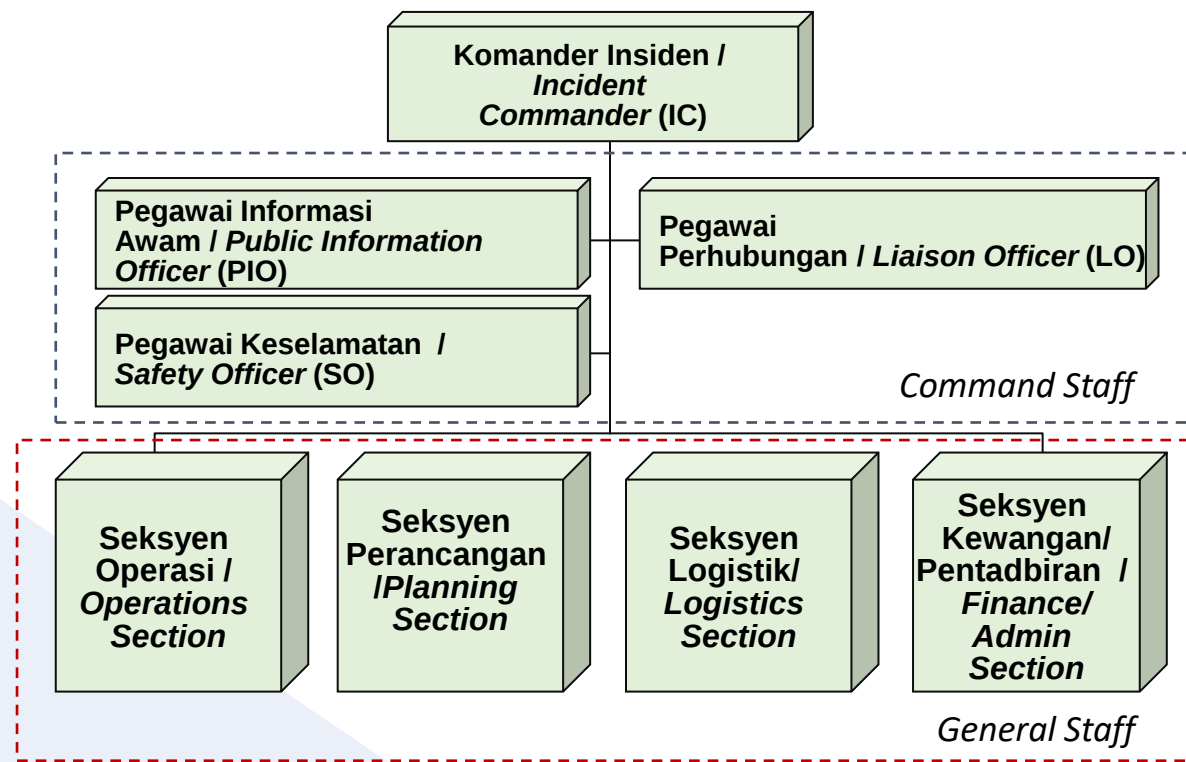


ORGANISASI KEMBANGAN ICS





ORGANISASI KEMBANGAN ICS



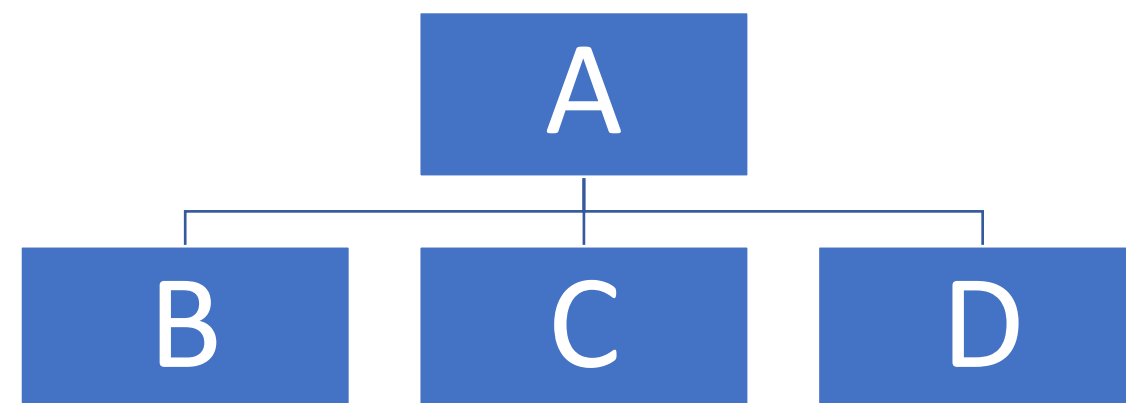
Command Staff : Menyediakan khidmat Informasi, keselamatan dan perhubungan kepada keseluruhan organisasi.

General Staff : Mewakili tanggungjawab fungsional



JANGKAUAN KAWALAN / *SPAN OF CONTROL*

- Apa itu *Span of Control*?
- Kriteria





GELARAN / PANGGILAN DALAM ICS

Peringkat Organisasi	Gelaran Jawatan	Gelaran Pembantu
ICS	Komander Insiden / <i>Incident Commander</i>	Timbalan / <i>Deputy</i>
<i>Command Staff</i>	Pegawai / <i>Officer</i>	Penolong / Assistant
<i>General Staff</i> (Seksyen)	Ketua / <i>Chief</i>	Timbalan / <i>Deputy</i>
Cawangan	Pengarah / <i>Director</i>	Timbalan / <i>Deputy</i>
Bahagian/Kumpulan	Penyelia / <i>Supervisor</i>	-
Unit	Leader	Pengurus / <i>Manager</i>
<i>Strike team/Task Force</i>	<i>Leader</i>	<i>Single Resource Boss</i>

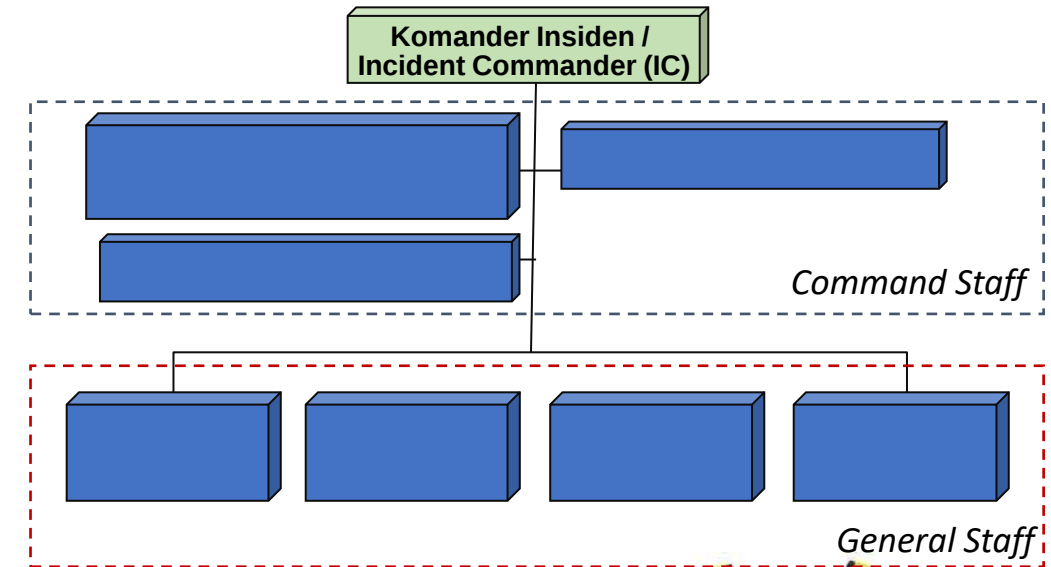
KOMANDER INSIDEN (IC)



Bahagian Pengurusan Latihan IPPA

Tugas dan tanggungjawab / peranan Komander Insiden (IC) adalah:

- Menilai situasi dan mendapatkan maklumat;
- Menentukan Objektif dan Strategi Insiden;
- Menetapkan Keutamaan Operasi;
- Menubuhkan Pos Kawalan Tempat Kejadian /
- Pos Kawalan Insiden (*Incident Command Post* - ICP);
- Menubuhkan Organisasi Pengurusan yang sesuai;
- Mesyuarat Perancangan Insiden;
- Pelan Tindakan Insiden (*Incident Action Plan* – IAP);



1. Incident Name:	2. Incident Number:	3. Date/Time Initiated:	
		Date:	Time:
4. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment);			
5. Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.			
6. Prepared by: _____		Position/Title: _____	Signature: _____
ICS 201, Page 1		Date/Time: _____	

[illegible]

BORANG INCIDENT BRIEFING ICS 201

INCIDENT BRIEFING (ICS 201)			
1. Incident Name:	2. Incident Number:	3. Date/Time Initiated: Date: Time:	
9. Current Organization (fill in additional organization as appropriate):			
Incident Commander(s) Liaison Officer Safety Officer Public Information Officer Operations Section Chief Planning Section Chief Logistics Section Chief Finance/Admin Section Chief			
6. Prepared by: Name: _____ Position/Title: _____ Signature: _____ ICS 201, Page 3			

INCIDENT BRIEFING (ICS 201)					
1. Incident Name:		2. Incident Number:		3. Date/Time Initiated: Date: _____ Time: _____	
10. Resource Summary:					
Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	

6. Prepared by: Name: _____ Position/Title: _____ Signature: _____

ICS 201, Page 4 Date/Time: _____

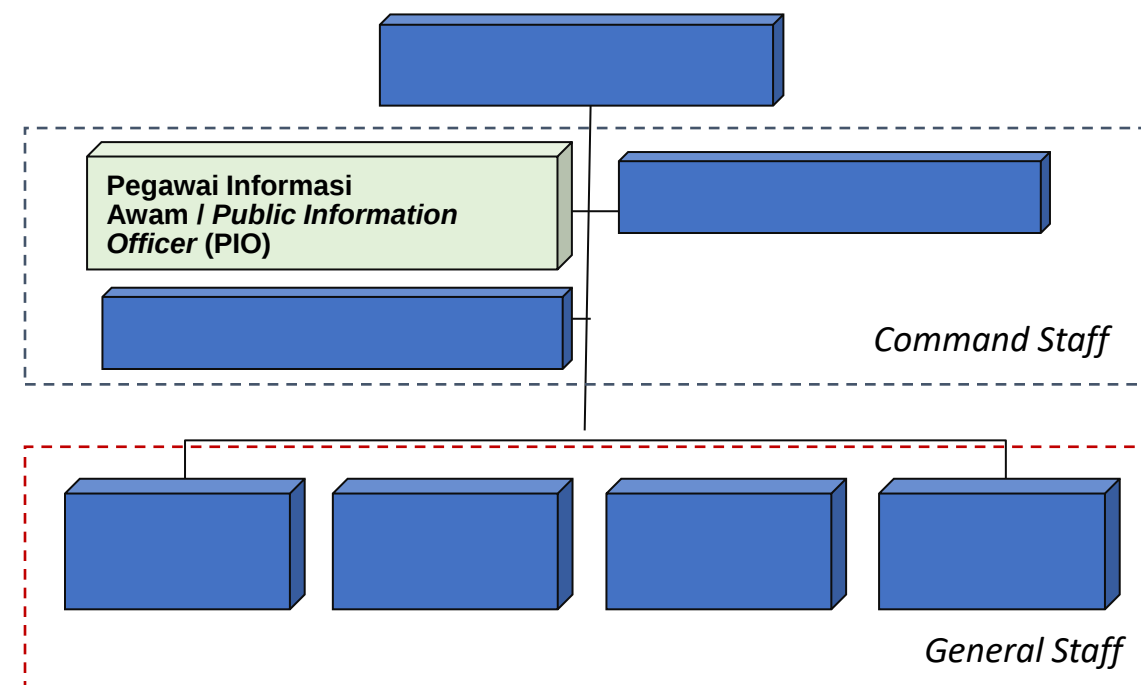
INCIDENT OBJECTIVES (ICS 202)					
1. Incident Name:		2. Operational Period: Date From:		Date To:	
		Time From:		Time To:	
3. Objective(s): 					
4. Operational Period Command Emphasis: 					
General Situational Awareness 					
5. Site Safety Plan Required? Yes ☐ No ☐ Approved Site Safety Plan(s) Located at:					
6. Incident Action Plan (the items checked below are included in this Incident Action Plan): ☐ ICS 203 ☐ ICS 207 ☐ ICS 204 ☐ ICS 208 ☐ ICS 205 ☐ Map/Chart ☐ ICS 205A ☐ Weather Forecast/Tides/Currents ☐ ICS 206 Other Attachments: ☐ _____ ☐ _____ ☐ _____ ☐ _____					
7. Prepared by: Name: _____ Position/Title: _____ Signature: _____					
8. Approved by Incident Commander: Name: _____ Signature: _____					
ICS 202		IAP Page _____		Date/Time: _____	



• Pegawai Informasi Awam / *Public Information Officer* (PIO)

Tugas dan tanggungjawab / peranan Pegawai Informasi Awam (PIO) adalah:

- Penyebaran maklumat dan perhubungan media; dan
- Mendapatkan maklumat.

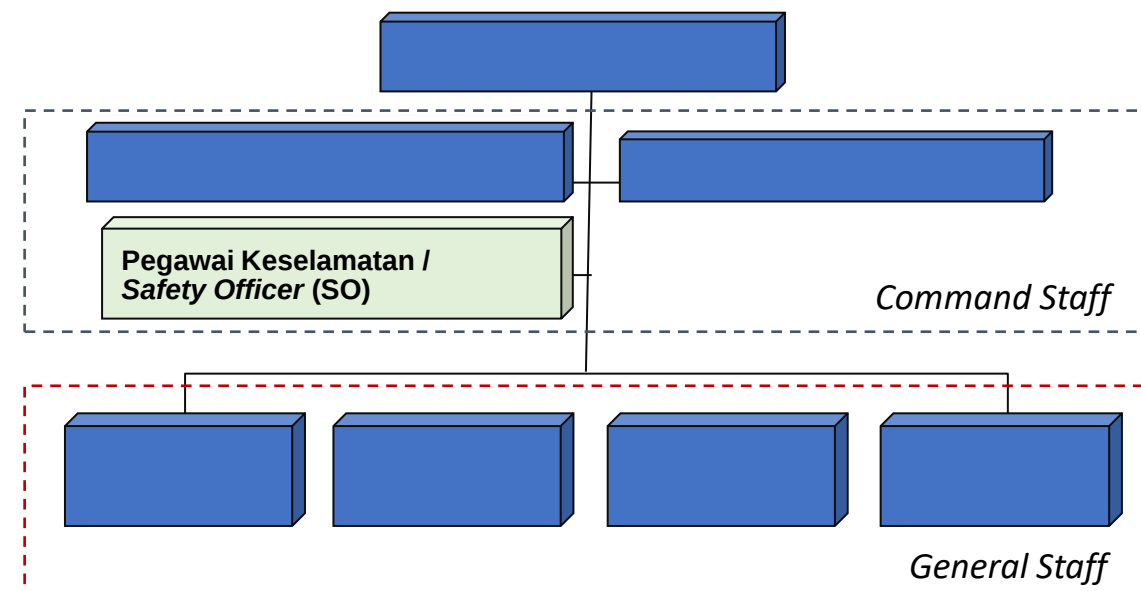




PEGAWAI KESELAMATAN / *SAFETY OFFICER* (SO)

Tugas dan tanggungjawab / peranan Pegawai Keselamatan (SO) adalah:

- Keselamatan insiden
- Pelan Keselamatan / Pelan Keselamatan di Lapangan;
- Keselamatan kakitangan di lapangan; dan
- Keselamatan semua kakitangan pengurusan insiden.



BORANG SAFETY MESSAGE/PLAN ICS 208 & IAPSA ICS 215A

SAFETY MESSAGE/PLAN (ICS 208)

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____	
3. Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan:			
4. Site Safety Plan Required? Yes ☐ No ☐		Approved Site Safety Plan(s) Located At:	
5. Prepared by: Name: _____		Position/Title: _____ Signature: _____	
ICS 208	IAP Page _____	Date/Time: _____	

INCIDENT ACTION PLAN SAFETY ANALYSIS (ICS 215A)

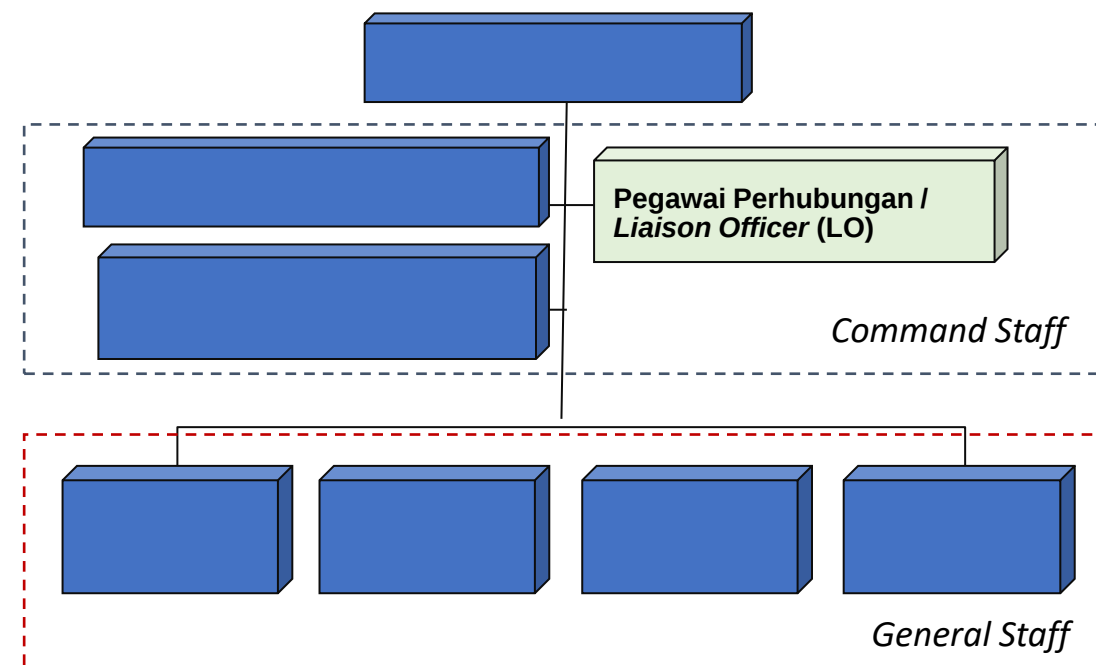
[illegible]



PEGAWAI PERHUBUNGAN / *LIAISON OFFICER* (LO)

Tugas dan tanggungjawab / peranan Pegawai Perhubungan (LO) adalah:

- Perhubungan agensi
- Taklimat / informasi

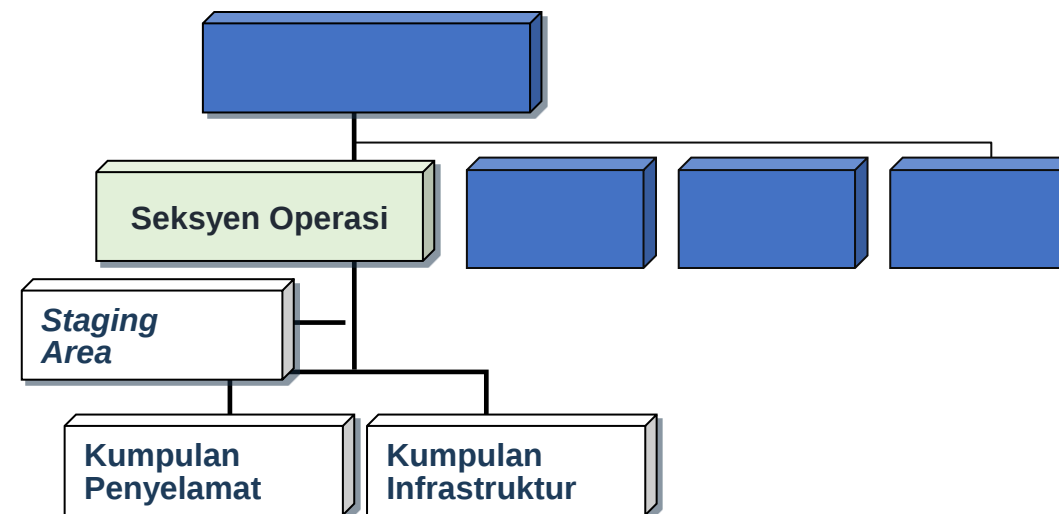




SEKSYEN OPERASI / OPERATIONS SECTION

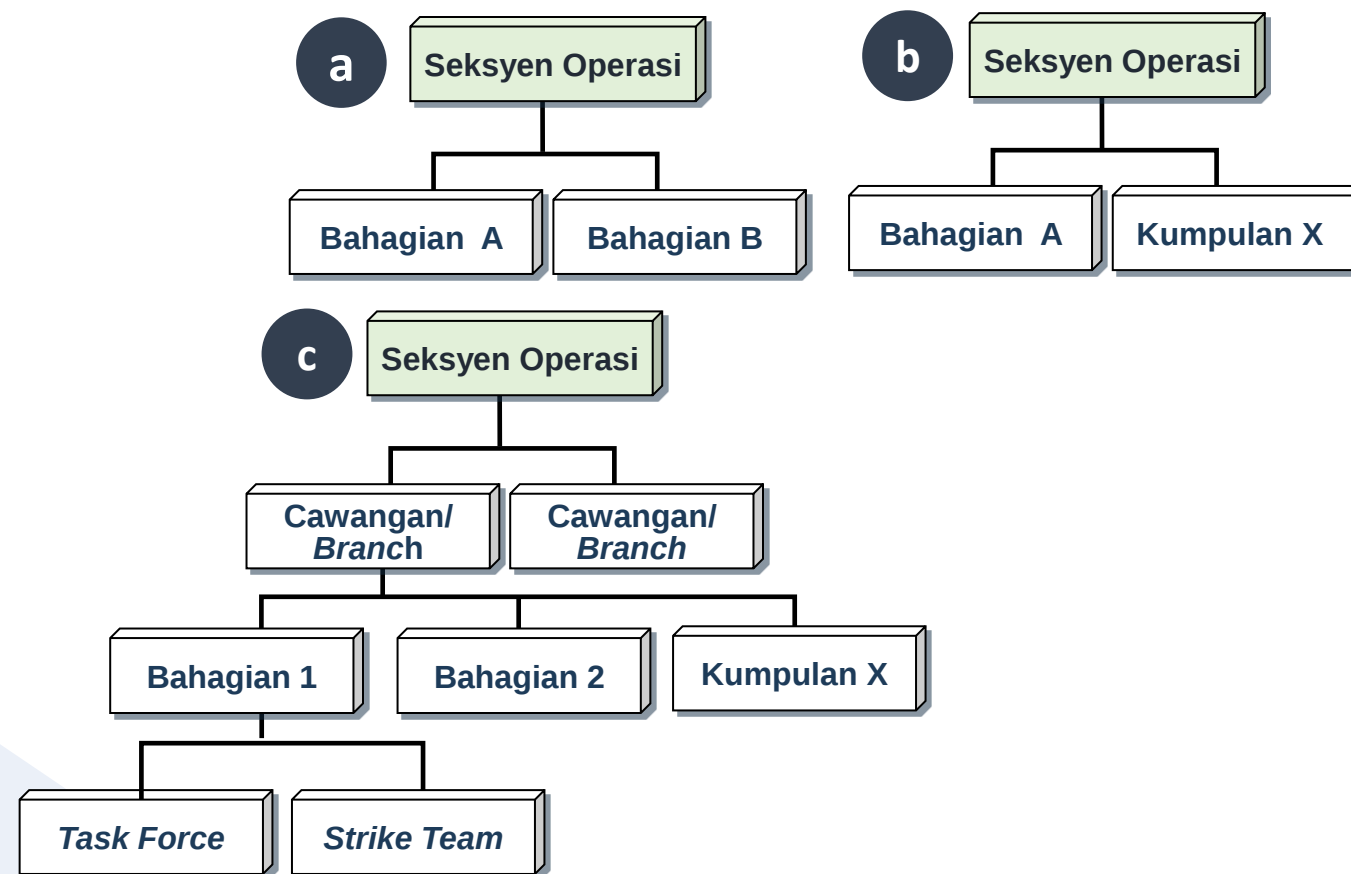
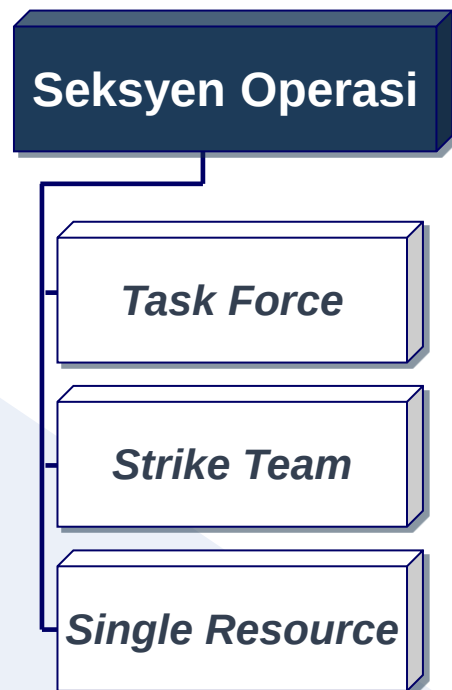
Seksyen Operasi bertanggungjawab:

- Mengarahkan semua pengoperasian pasukan tindak balas/ tindakan taktikal
- Seksyen pertama di lapangan;
- Mempunyai sumber terbanyak; dan
- Boleh mempunyai *Staging Area* dan organisasi khas.





SEKSYEN OPERASI / OPERATIONS SECTION



Apakah perbezaan ?

BORANG OPERATIONAL PLANNING WORKSHEET ICS 215



Bahagian Pengurusan Latihan IPPA

OPERATIONAL PLANNING WORKSHEET (ICS 215)

1. Incident Name:						2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____													
3. Branch	4. Division, Group, or Other	5. Work Assignment & Special Instructions	6. Resources													7. Overhead Position(s)	8. Special Equipment & Supplies	9. Reporting Location	10. Requested Arrival Time
			Req.																
			Have																
			Need																
			Req.																
			Have																
			Need																
			Req.																
			Have																
			Need																
			Req.																
			Have																
			Need																
			Req.																
			Have																
			Need																
		11. Total Resources Required															14. Prepared by:		
		12. Total Resources Have on Hand															Name: _____		
		13. Total Resources Need To Order															Position/Title: _____		
																	Signature: _____		
																	Date/Time: _____		

ICS 215

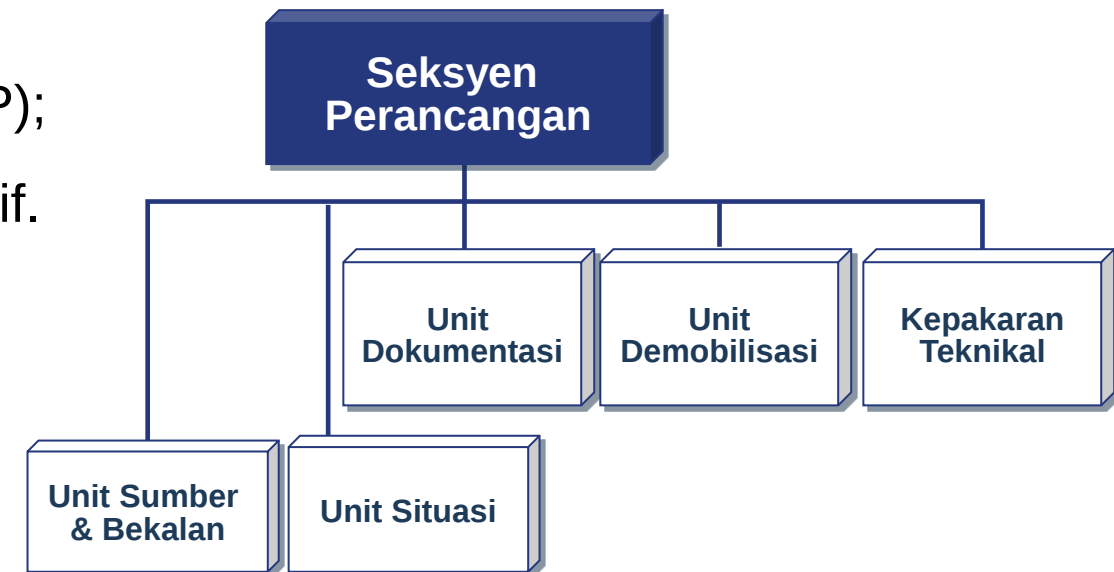
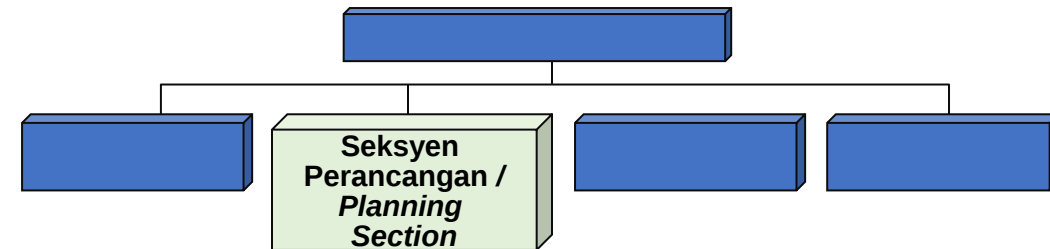
SEKSYEN PERANCANGAN / *PLANNING SECTION*



Bahagian Pengurusan Latihan IPPA

Seksyen Perancangan bertanggungjawab:

- Penyelarasan keseluruhan
- Mengekalkan status sumber;
- Status semasa situasi insiden;
- Pelan Tindakan Insiden (*Incident Action Plan* - IAP);
- Plan jangka panjang dan / atau juga pelan alternatif.
- Menyediakan dokumentasi;
- Pelan Demobilisasi; dan
- Perkhidmatan pakar teknikal



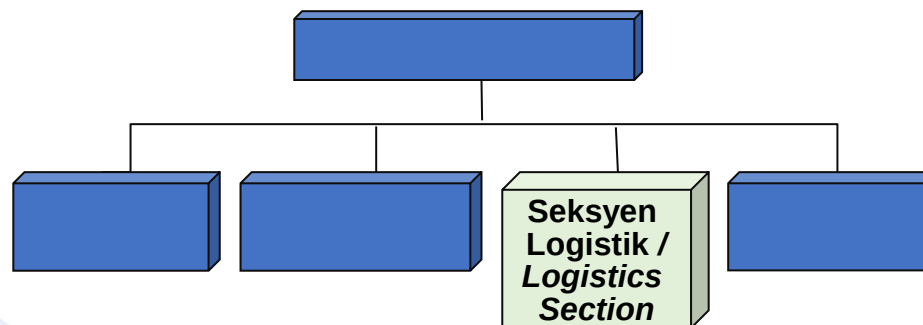


1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____	
3. Incident Commander(s) and Command Staff:		7. Operations Section:	
IC/UCs		Chief	
		Deputy	
Deputy		Staging Area	
Safety Officer		Branch	
Public Info. Officer		Branch Director	
Liaison Officer		Deputy	
4. Agency/Organization Representatives:		Division/Group	
Agency/Organization	Name	Division/Group	
		Division/Group	
		Division/Group	
		Division/Group	
		Branch	
		Branch Director	
		Deputy	
5. Planning Section:		Division/Group	
Chief		Division/Group	
Deputy		Division/Group	
Resources Unit		Division/Group	
Situation Unit		Division/Group	
Documentation Unit		Branch	
Demobilization Unit		Branch Director	
Technical Specialists		Deputy	
		Division/Group	
		Division/Group	
		Division/Group	
6. Logistics Section:		Division/Group	
Chief		Division/Group	
Deputy		Air Operations Branch	
Support Branch		Air Ops Branch Dir.	
Director			
Supply Unit			
Facilities Unit		8. Finance/Administration Section:	
Ground Support Unit		Chief	
Service Branch		Deputy	
Director		Time Unit	
Communications Unit		Procurement Unit	
Medical Unit		Comp/Claims Unit	
Food Unit		Cost Unit	
9. Prepared by: Name: _____ Position/Title: _____ Signature: _____			
ICS 203	IAP Page _____	Date/Time: _____	

1. Incident Name:		2. Operational Period: Date From: _____ Date To: _____ Time From: _____ Time To: _____		3. Branch: _____ Division: _____ Group: _____ Staging Area: _____	
4. Operations Personnel: <u>Name</u> _____ <u>Contact Number(s)</u> _____ Operations Section Chief: _____ Branch Director: _____ Division/Group Supervisor: _____					
5. Resources Assigned:		# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes Information	
Resource Identifier	Leader				
6. Work Assignments:					
7. Special Instructions:					
8. Communications (radio and/or phone contact numbers needed for this assignment): Name/Function _____ Primary Contact: indicate cell, pager, or radio (frequency/system/channel) _____ _____ / _____ _____ / _____ _____ / _____ _____ / _____					
9. Prepared by: Name: _____ Position/Title: _____ Signature: _____					
ICS 204 IAP Page		Date/Time: _____			

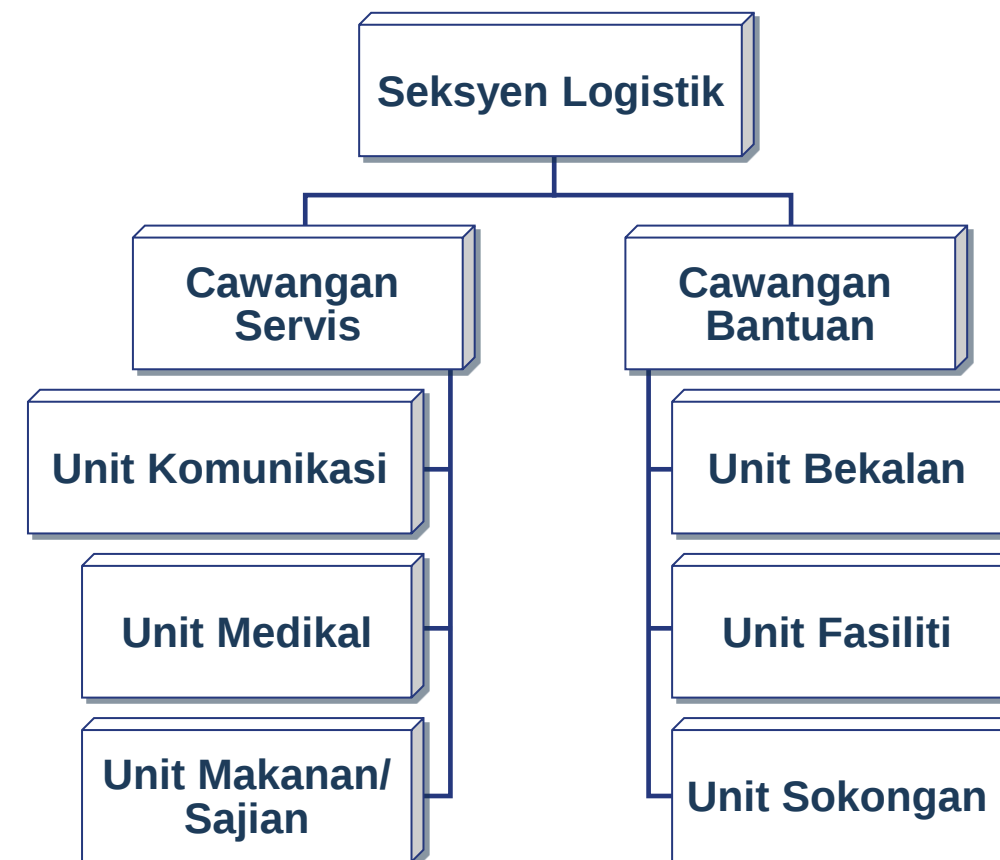


SEKSYEN LOGISTIK/ *LOGISTICS SECTION*



Seksyen Logistik bertanggungjawab:

- Kakitangan, peralatan dan bekalan penting;
- Pelan komunikasi dan sumber;
- Perkhidmatan makanan untuk responder / kakitangan bertugas;
- Kemudahan fasiliti pengurusan insiden;
- Pengangkutan sokongan; dan
- Perubatan



BORANG MEDICAL PLAN ICS 206



Bahagian Pengurusan Latihan IPPA

MEDICAL PLAN (ICS 206)							
1. Incident Name:		2. Operational Period: Date From:		Date To:			
		Time From:		Time To:			
3. Medical Aid Stations:							
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?				
			☐ Yes ☐ No				
			☐ Yes ☐ No				
			☐ Yes ☐ No				
			☐ Yes ☐ No				
			☐ Yes ☐ No				
			☐ Yes ☐ No				
4. Transportation (indicate air or ground):							
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service				
			☐ ALS ☐ BLS				
			☐ ALS ☐ BLS				
			☐ ALS ☐ BLS				
			☐ ALS ☐ BLS				
5. Hospitals:							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
					☐ Yes Level: _____ ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level: _____ ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level: _____ ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level: _____ ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
					☐ Yes Level: _____ ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
6. Special Medical Emergency Procedures:							
☐ Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.							
7. Prepared by (Medical Unit Leader): Name: _____ Signature: _____							
8. Approved by (Safety Officer): Name: _____ Signature: _____							
ICS 206		IAP Page _____		Date/Time: _____			

[illegible][illegible]

BORANG GENERAL MESSAGE ICS 213



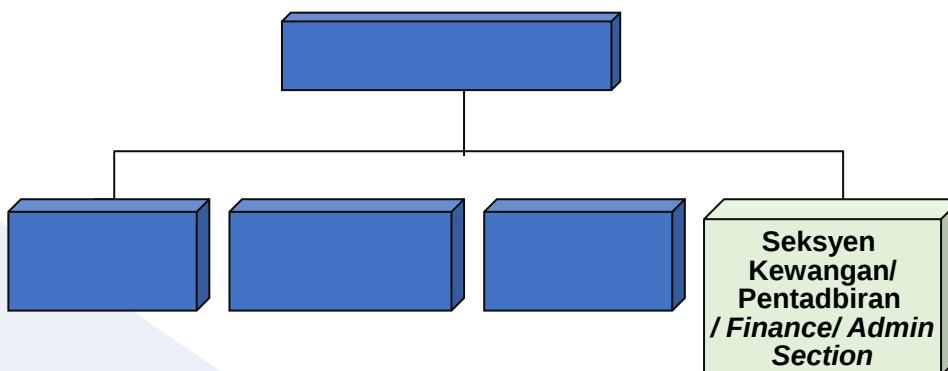
Bahagian Pengurusan Latihan IPPA

GENERAL MESSAGE (ICS 213)

1. Incident Name (Optional):		
2. To (Name and Position):		
3. From (Name and Position):		
4. Subject:	5. Date:	6. Time
7. Message:		
8. Approved by: Name: _____ Signature: _____ Position/Title: _____		
9. Reply:		
10. Replied by: Name: _____ Position/Title: _____ Signature: _____		
ICS 213	Date/Time: _____	



SEKSYEN KEWANGAN/ PENTADBIRAN /FINANCE/ADMIN SECTION



Seksyen Kewangan/Pentadbiran bertanggungjawab:

- Pampasan
- Dokumentasi
- Memantau kos berkaitan insiden;
- Kontrak perolehan
- Dokumen sokongan





FASILITI PENGURUSAN INSIDEN

Fasiliti standard bagi ICS beserta symbolnya adalah seperti berikut:

➤ Pos Kawalan Tempat Kejadian
/ *Incident Command Post* (ICP)



➤ *Staging Area*



➤ Pangkalan / *Base*



➤ Kem / *Camp*



➤ *Heli base / Heli ports*



Kawasan
Insiden





4

BORANG & PENYEDIAAN DOKUMENTASI

- Muat turun borang-borang berkaitan ICS di laman sesawang seperti di **Lampiran**. Pautan muat turun adalah –

<https://training.fema.gov/icsresource/icsforms.aspx>

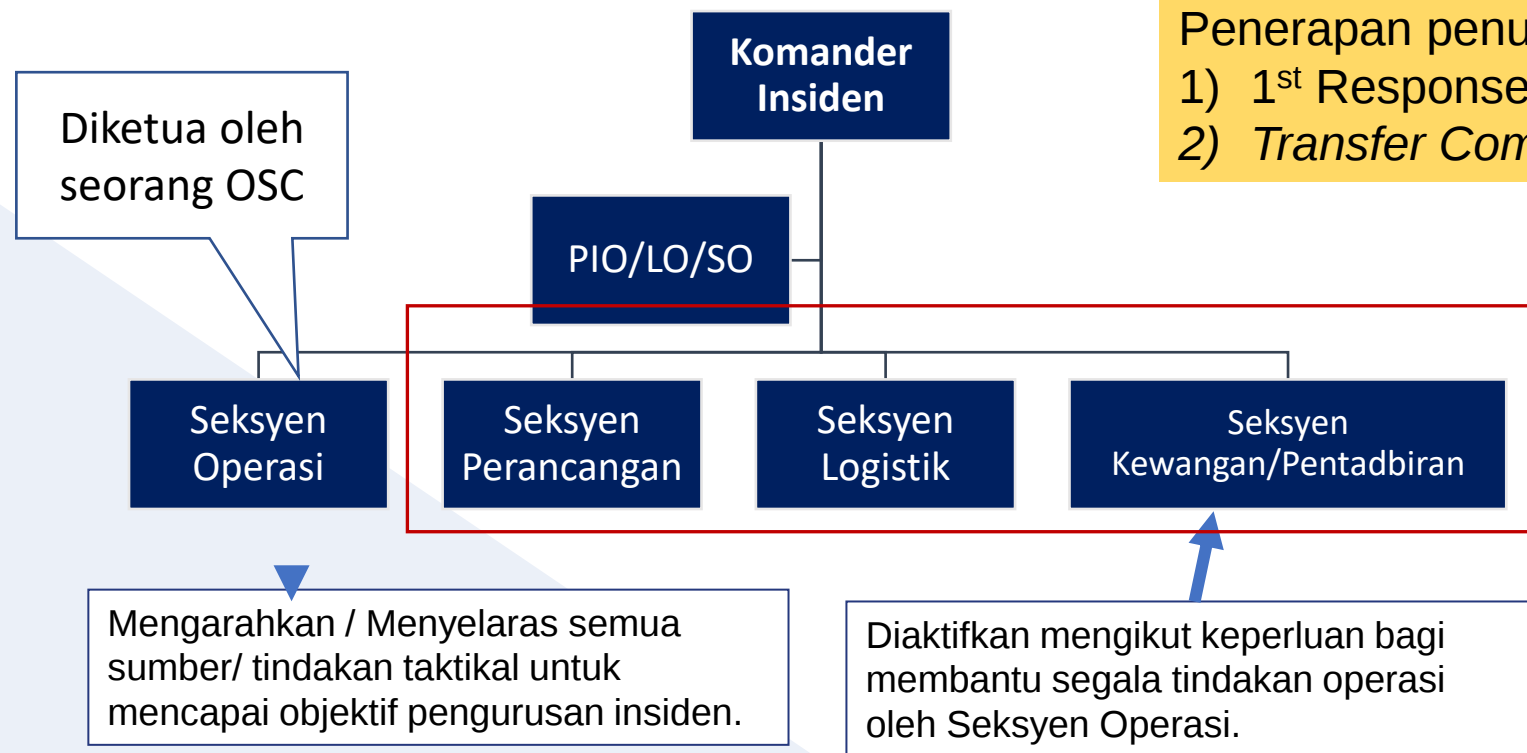
5

APLIKASI ICS DALAM PENGURUSAN

PENGURUSAN OPERASI DI LOKASI INSIDEN /LAPANGAN



Bahagian Pengurusan Latihan IPPA

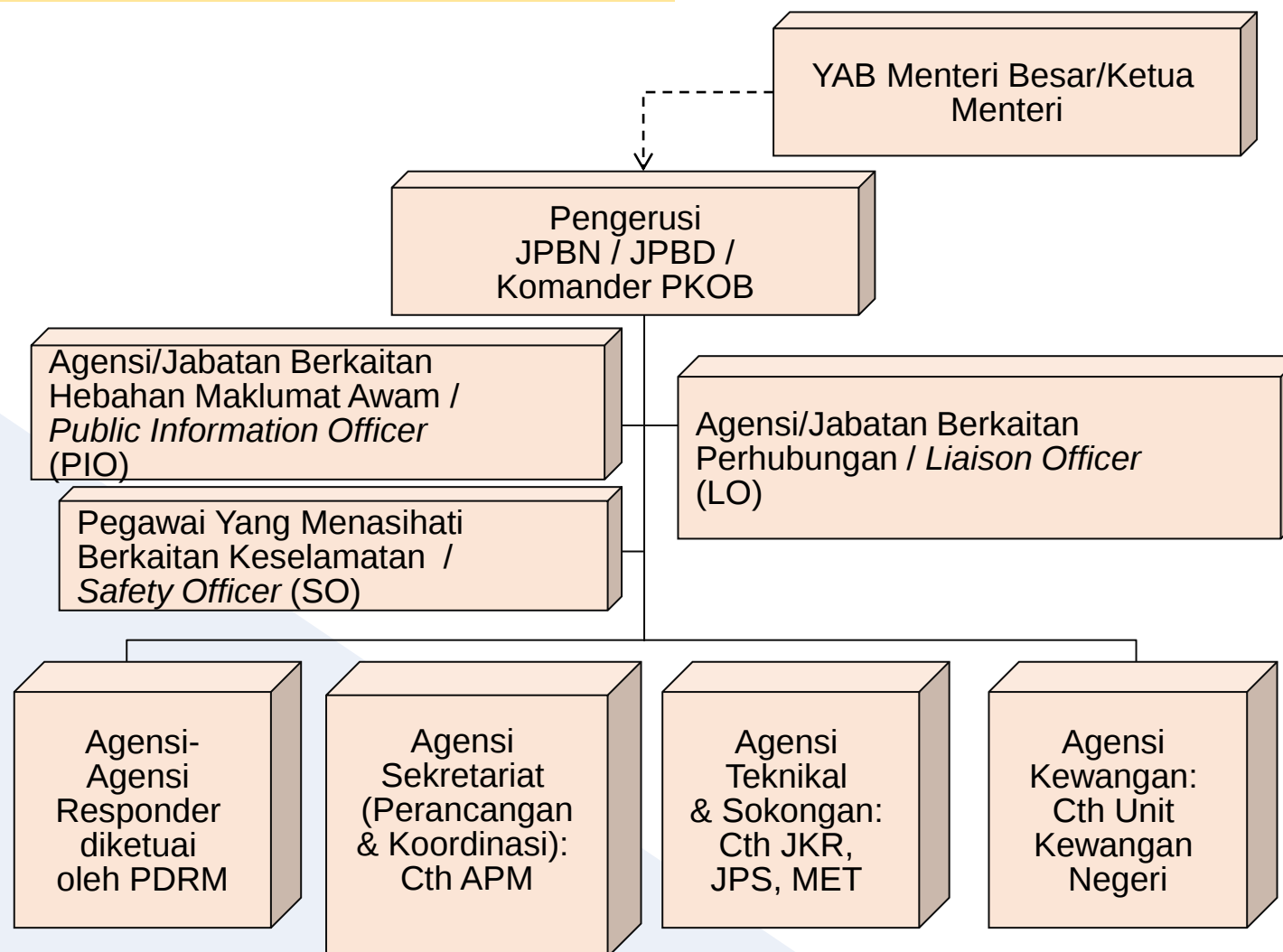


Penerapan penubuhan PKTK.

- 1) 1st Response
- 2) *Transfer Command*



SEKRETARIAT PENGURUSAN BENCANA



Konteks APM:

Penetapan LO
Agensi di PKOB

Pegawai Bertugas
PKOB membantu
penyelarasan LO

Konteks APM:

- 1) Kerja-kerja secretariat JPBN/D (sebelum, semasa, selepas)
- 2) Keurusetiaan PKOB ketika bencana



PENGURUSAN ACARA MAJLIS / PROGRAM





6

PENGENALAN MKN 20

Dasar Dan Mekanisme Pengurusan Bencana Negara

Pelan Tindakan Kecemasan Jabatan (ERP)

- 1) Penubuhan Jawatankuasa
- 2) Mewujudkan Pelan Tindakan Kecemasan
- 3) Penyediaan Pasukan Tindak Balas Kecemasan Awal
– Contoh Civil Defence Emergency Response Team (CDERT)
- 4) Penyediaan Prasarana
- 5) Latihan Pasukan
- 6) Latihan Kepada Pekerja (Drills)

Ringan ?

Merebak?

Bencana ?
Luar Kawalan?

MKN 20



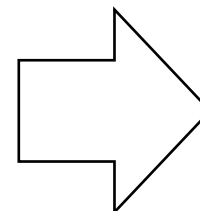
MKN 20

Arahan MKN No.20 :
Dasar dan
Mekanisme
Pengurusan Bencana
Negara



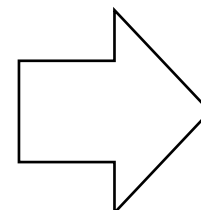
Arahan ini dikeluarkan di
bawah Akta Majlis
Keselamatan Negara 776
(para5 (b) dan para 12)

Menyatakan dengan jelas
peranan Pengerusi
Jawatankuasa Pengurusan
Bencana dan Komander.



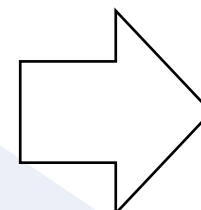
Terbitan Pertama pada 11 Mei 1997

Ekoran tragedi keruntuhan Pangsapuri *Highland Towers*
pada 11 Disember 1993.



Terbitan kedua (Semakan Semula) pada 30 Mac 2012

Tindakbalas **menyeluruh**; dan mengambil kira peruntukan
dalam dokumen **antarabangsa**.



Masih Berkuatkuasa

sehingga NADMA mewujudkan akta baru menggantikan Arahan ini.
Pengurusan bencana secara berfokus melalui PTO bagi setiap
bencana sedia.



Jawatankuasa Pengurusan Bencana

PUSAT

Pengerusi: **YAB PM / Menteri di JPM**
Sekretariat: **NADMA**

AHLI

Panglima Angkatan Tentera
Ketua Polis Negara
Ketua Setiausaha Perbendaharaan
Ketua Setiausaha Kementerian Berkaitan
Ketua Pengarah Agensi Berkaitan
Setiausaha Kerajaan Negeri
Wakil Peguam Negara

NEGERI

Pengerusi: **SUK**
Sekretariat: **APM**

AHLI

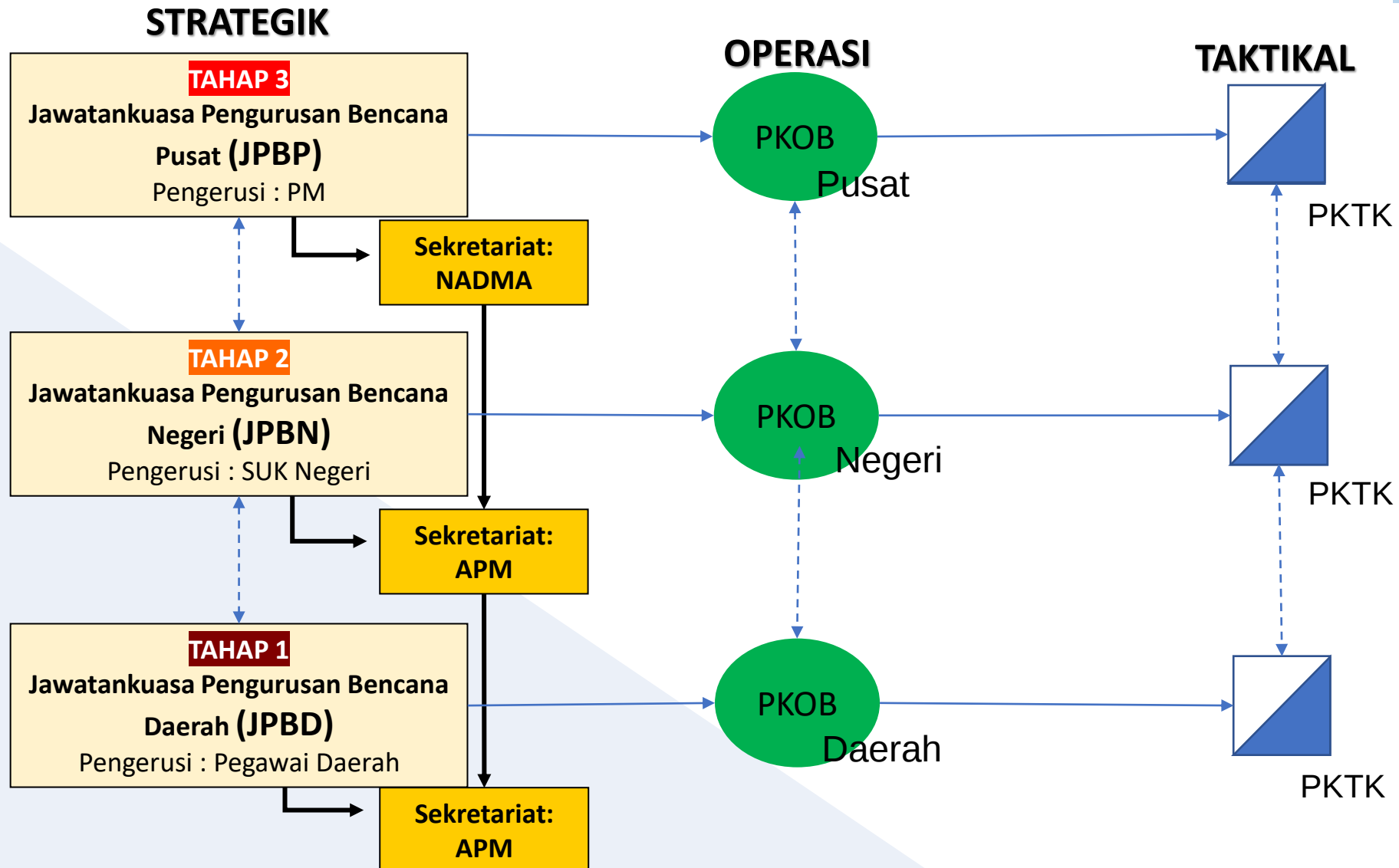
Ketua Polis Negeri
Panglima Briged/ Wakil ATM
Pegawai Kewangan Negeri
Pengarah Agensi di Negeri
Pegawai-Pegawai Daerah

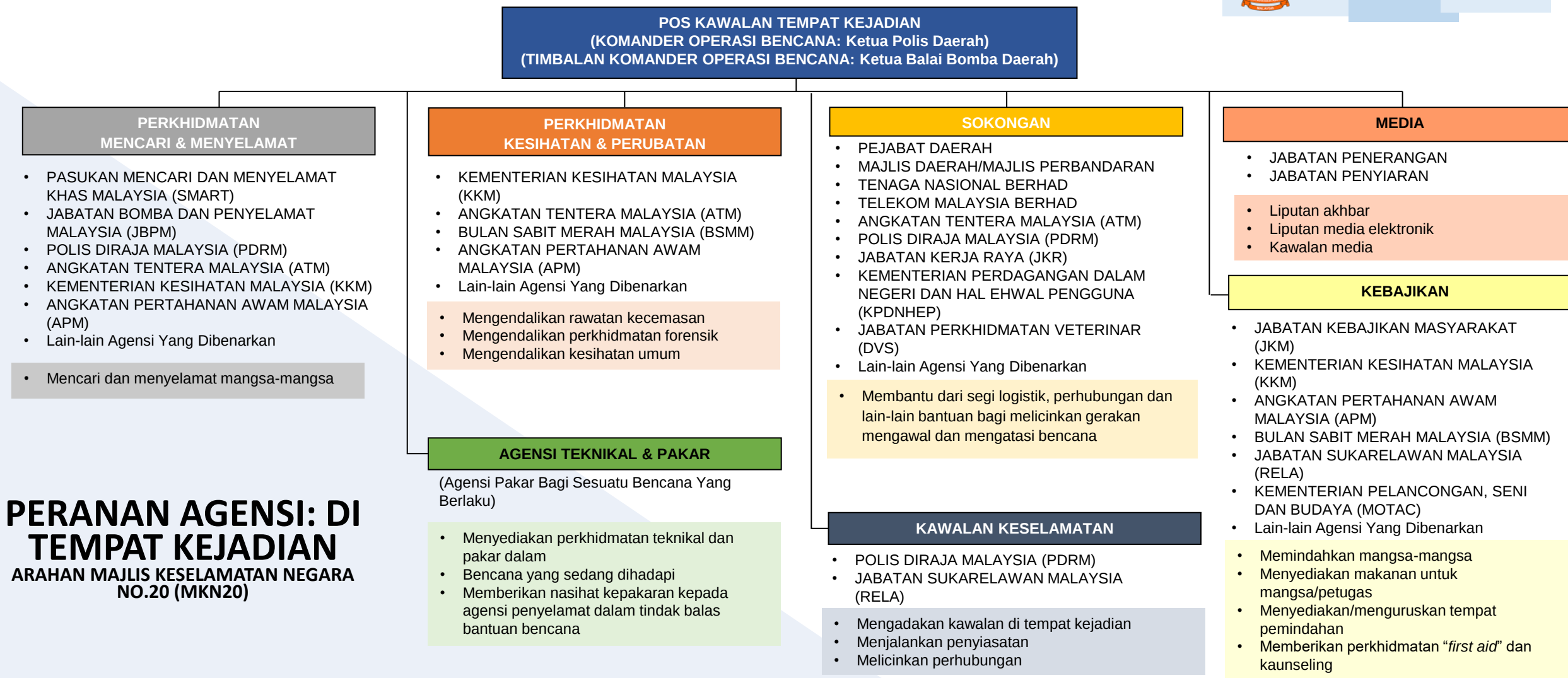
DAERAH

Pengerusi: **DO**
Sekretariat: **APM**

AHLI

Ketua Polis Daerah
Wakil ATM
Wakil APMM
Setiausaha Majlis Perbandaran/ Daerah
Pegawai Agensi di Daerah
Penghulu/ Penggawa
Pengerusi JKKK/ MPKK



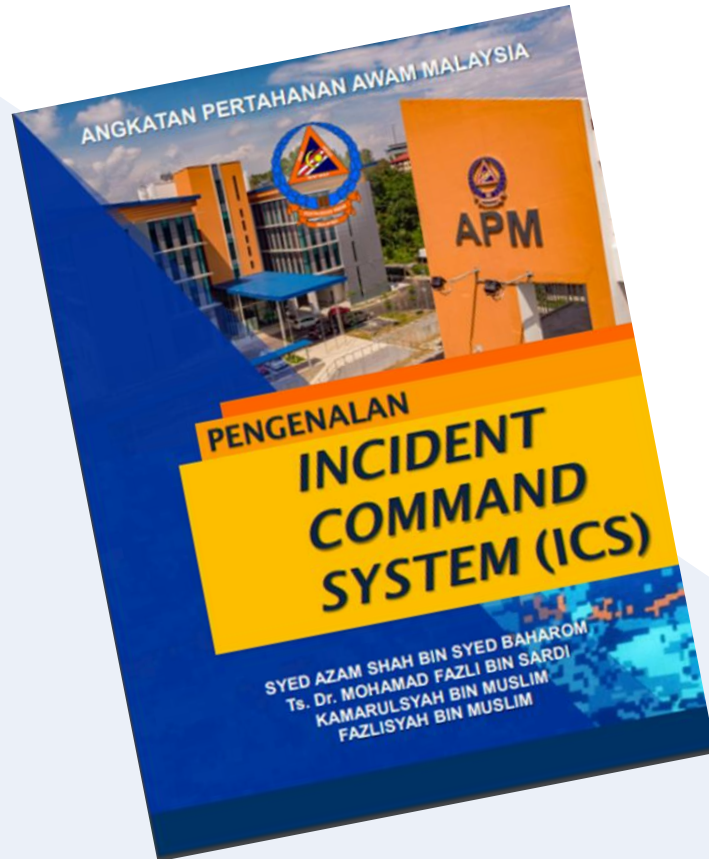




7

RUMUSAN

- Apa itu ICS
- Kepentingan ICS
- Carta Organisasi ICS (Asas & Kembangan) Serta Fungsi
- Borang-borang panduan
- Aplikasi / Adaptasi ICS dalam Pengurusan Insiden / Pengurusan Bencana



1. Buku Pengenalan Incident Command System (ICS) Angkatan Pertahanan Awam Malaysia (APM)
2. FEMA : US Department of Homeland Security. Dirujuk pada (2022) ; <https://training.fema.gov/icsresource/icsforms.aspx>

Sekian

Terima Kasih

Modul Pengenalan Incident Command System (ICS)
Angkatan Pertahanan Awam Malaysai (APM)

Disediakan Oleh :

Lt. Kol (PA) Syed Azam Shah bin Syed Baharom
Bahagian Pengurusan Latihan
Angkatan Pertahanan Awam Malaysia (APM)
Jalan Maktab Perguruan Islam, Sungai Merab,
43000 Kajang, Selangor

Email : bpl@civildefence.gov.my

No. Tel : 03-8920 6020 / 6011