

Legal Officer Activities

Prepare for the Tactics Meeting

- Brief legal organization on C&GS meeting
- Legal usually doesn't this meeting, but you may desire due to safety, environmental, or response related concerns
- Continue to staff and build out workspace
- Keep relevant legal counsel informed

Strategy/Command & General

- Staff Meeting

 IC/US Meeting to C&GS to brief on direction, objectives & priorities
- Review work tasks assigned and coordinate with IMT members
- Communicate legal recommendations

IC/UC Develops/Updates **Incident Objectives**

This meeting runs concurrent with one below but UC develops Priorities, Limitations & constraints, operating procedures, etc., needing legal opinion

Initial UC Meeting (if Unified Command)

- Attend UC meeting to products being developed
- Communicate legal
- concerns Work with IMT on legal activities

Incident Briefing

- Obtain copy of ICS 201
- Evaluate impacts, issues, concerns
- confidentiality/privileges
- Review
- contingency/support plans
- Continue to work on LEGL staff/ workspace

Initial Response and Assessment

- Check-in at incident and receive a briefing
- Use incident briefing checklist
- Determine any legal requirements relating to response
- Review existing documentation for issues/concerns
- Keep relevant counsel informed

- LEGL is not normally at this meeting but again you may due to operational concerns and to be able to support plan at the Plans Meeting
 Assist NDRA with natural resource damage

Prepare for the Planning Meeting

- If there are any issues regarding proposed plan now is the time to come to resolution
- Get SA update from SITL
- Coordinate with IMT members on shared projects/tasks
 - Prepare to brief on critical issues impacting legal or the response

Tactics Meeting

Prepare for

Tactics Meeting

Strategy Meeting/

Command and

General Staff Meeting

(if necessary)

IC/UC

Develops/Updates

Incident Objectives

Initial UC Meeting

Prepare for **Planning Meeting** **Planning** Meeting

IAP Preparation and Approval

Operational **Period Briefing**

Execute Plan and Assess

Progress

nitial Response

New Operational Period Begins

Planning Meeting

- Meeting for the IC/UC, Command & General Staff, to review planned actions and finalize information to be incorporated into the ΙΔΡ
- Provide input when called you can support the plan

IAP Preparation and Approval Review IAP as well as

- supporting documentation for legal issues
- Provide feedback to IMT members as necessary
- Keep legal counsel informed on developments

Operational Period Briefing

Provide briefing on any legal concerns/issues regarding the response to Ops Sec Personnel

Execute Plan & Assess **Progress**

- Obtain periodic briefings from OSC, SITL & AGEL's on progress or lack thereof
- Measure/ensure progress against stated objectives
- Evaluate LEGL organization for effectiveness (use checklist)
- Review any outstanding tasks/assignments
- Provide recommendations/concerns to UC
- Conduct a workload analysis of the organization for working 24/7
- Keep relevant managing counsel & general counsel informed

(if Unified Command) **Incident Briefing**

Agency Administrator Briefing (if appropriate)

> **Initial Response** and Assessment

> > Notification

Incident

Notification

- Receive Assignment
- Assemble LEGL go-kit
- Determine need for ALEGL's start contact list
- Consider need for any specialist
- Consider need for other incident work locations/staff

Meeting

Briefing

Action