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| **Position (7 Key)** | **Primary** | **Secondary** | **Tertiary** |
| **POD Site Manager (Exp with hands-on incident command)** |  |  |  |
| Purpose: Organize and direct all operations of the POD |  |  |  |
| Qualifications: Thorough knowledge of ICS, POD plan, all stations of the POD, organizational skills, and management experience. |  |  |  |
| **Operations Section Chief (nursing/medical)** |  |  |  |
| Purpose: Manage overall operations of POD (patient flow, forms, triage, medical screening, medication/vaccine dispensing, travel teams) |  |  |  |
| Qualifications: ICS 100 & 200, read POD plan, organizational/management, supervisory experience. |  |  |  |
| **Logistics Section Chief** |  |  |  |
| Purpose: Coordinate and direct maintenance of POD, levels of amenities and supplies for POD, food, shelter, communications, traffic control, housing. |  |  |  |
| Qualifications” ICS 100 & 200, know POD logistical plan, organizational skills, management experience. |  |  |  |
| **Facilities Unit Leader (Subsection of Logistics) (law enforcement)** |  |  |  |
| Purpose: Coordinate/supervise POD set-up, security, physical layout, traffic control. |  |  |  |
| Qualifications: Understanding of POD set-up, client flow plans, ability to supervise. |  |  |  |
| **Security Manager (Subsection of Logistics) (law enforcement)** |  |  |  |
| Purpose: Manage/oversee security of the POD, establish a temporary holding facility, provide law enforcement. |  |  |  |
| Qualifications: ICS 100 & 200, knowledge of POD plan, law enforcement, jurisdictional powers of arrest. |  |  |  |
| **Planning Section Chief** |  |  |  |
| Purpose: Answer “Where are we at and where do we need to go?”, make recommendations to add or subtract personnel/resources, plan for orderly demobilization of POD. |  |  |  |
| Qualifications: ICS 100&200, knowledge of POD plan, organizational & management experience. |  |  |  |
| **Finance/Administration Section Chief** |  |  |  |
| Purpose: Manage/oversee financial/administrative functions, accurate collection/reporting of documents/records, assure purchasing power to complete POD mission. |  |  |  |
| Qualifications: ICS 100 & 200 (recommended), knowledge of POD plan, organizational skills, financial management experience. |  |  |  |