

# 2018

Stakeholder Guide

THIRA Step 3,  
Establishing Capability  
Targets

**Guide #3**

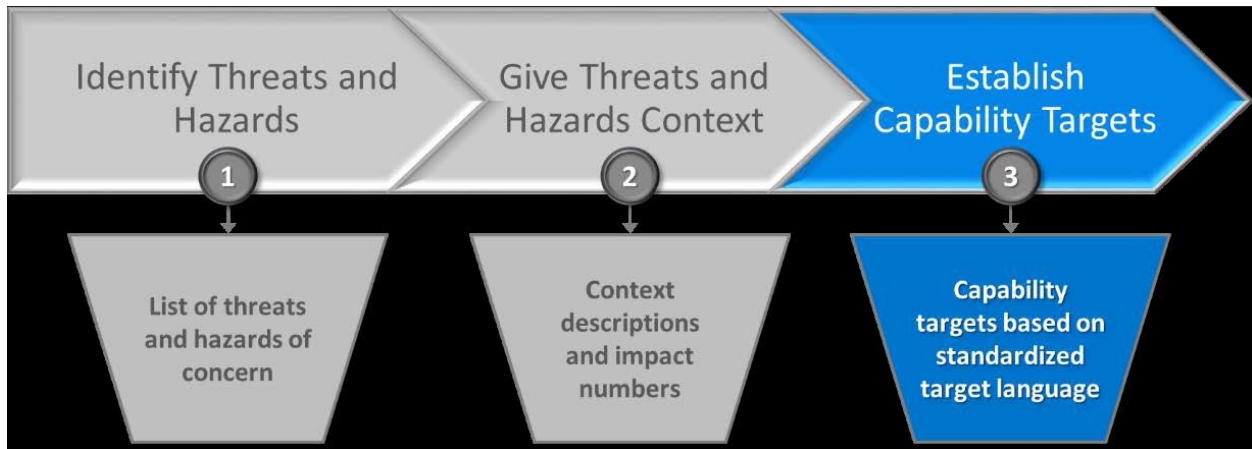
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## Guide Progression

Subject matter experts have completed Guide 1, Identifying Hazards and Giving the Hazards Context, and Guide 2, Standard Impacts.

The purpose of Guide 3 is to take the data collected in THIRA Steps 1 & 2 (Guides 1 & 2) and utilize it to complete THIRA Step 3, Establishing Capability Targets.



## Capability Targets

In THIRA Step 3, using the Standard Capability Targets list, communities create capability targets for each core capability. The purpose of this step is to set targets for the level of capability that the community is trying to achieve. To simplify this process, FEMA developed standardized language for each capability target.

For the 2018 THIRA update, jurisdictions are required to complete capability targets for the universal core capabilities, and the core capabilities listed in the response and recovery mission areas. See the chart below for a complete listing of the core capabilities to be addressed for THIRA/SPR 2018.

Universal Core Capabilities	
<ul style="list-style-type: none"> <li>• Planning</li> <li>• Public Information and Warning</li> </ul>	<ul style="list-style-type: none"> <li>• Operational Coordination</li> </ul>
Response Mission Area	
<ul style="list-style-type: none"> <li>• Critical Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental Response/Health and Safety</li> </ul>
<ul style="list-style-type: none"> <li>• Fatality Management Services</li> <li>• Infrastructure Systems</li> </ul>	<ul style="list-style-type: none"> <li>• Fire Management and Suppression</li> <li>• Mass Care Services</li> </ul>
<ul style="list-style-type: none"> <li>• Mass Search and Rescue Operations</li> </ul>	<ul style="list-style-type: none"> <li>• On-Scene Security, Protection and Law Enforcement</li> </ul>
<ul style="list-style-type: none"> <li>• Operational Communications</li> </ul>	<ul style="list-style-type: none"> <li>• Public Health, Healthcare, and Emergency Medical Services</li> </ul>
<ul style="list-style-type: none"> <li>• Logistics and Supply Chain Management</li> </ul>	<ul style="list-style-type: none"> <li>• Situational Assessment</li> </ul>

Recovery Mission Area	
<ul style="list-style-type: none"> <li>• Economic Recovery</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Social Services</li> </ul>
<ul style="list-style-type: none"> <li>• Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Infrastructure Systems</li> </ul>
<ul style="list-style-type: none"> <li>• Natural and Cultural Resources</li> </ul>	

### Completing Guide 3

Communities use the information gathered in THIRA Steps 1 & 2 to complete the blanks in the standardized target language to show their desired level of capability. The following pages include the scenarios and context from Guide 1. Subject matter experts will need to reference Guide 2 in order to fill out Guide 3. A target ID is included next to each target.

The process for completing guide 3—

1. Read through the scenario.
2. Read through each capability target.
3. Determine for which capability targets you have information and/or subject matter expertise and fill in the required information using data collected in Guide 2.
4. Type notes or questions in the box labeled “NOTES.”
5. Work groups will be scheduled in your area to assist in completion of Guide 3 and establishing capability targets. Attendance at these work groups is HIGHLY ENCOURAGED. Subject matter experts are encouraged to complete the information in Guide 3 prior to the work groups.
6. If you or your designee are unable to attend the scheduled workgroups, email the completed guide to **(Insert Email Address Here)** on or before **(Insert Deadline Here)**.
7. If you hover over each input box with your mouse, an instruction box will appear with information pertaining to that box.

Please fill out the information requested in this guide and return to [\(Insert Email Address Here\)](#) by [\(Insert Deadline Here\)](#). Call [\(Insert Contact Information Here\)](#) or email with any questions.

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Date

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Name

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Agency

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Phone Number

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Email Address

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Agency Address

**For which core capabilities does your agency have responsibility? Please select all that apply.**

*(Note: If your agency completed Guide Number 1 for THIRA Steps 1 & 2, you may skip this step.)*

**Prevention**

Planning

Public Information and Warning

Operational Coordination

Intelligence and Information Sharing

Interdiction and Disruption

Screening, Search, and Detection

Forensics and Attribution

**Protection**

Planning

Public Information and Warning

Operational Coordination

Intelligence and Information Sharing

Interdiction and Disruption

Screening, Search, and Detection

Access Control and Identity Verification

Cybersecurity

Physical Protective Measures

Risk Management for Protection Programs and Activities

Supply Chain Integrity and Security

**Mitigation**

Planning

Public Information and Warning

Operational Coordination

Community Resilience

Long-Term Vulnerability Reduction

Risk and Disaster Resilience Assessment

Threats and Hazards Identification

## **Response**

Planning

Public Information and  
Warning

Operational Coordination

Infrastructure Systems

Critical Transportation

Environmental Response/  
Health and Safety

Fatality Management  
Services

Fire Management and  
Suppression

Logistics and Supply Chain  
Management

Mass Care Services

Mass Search and Rescue  
Operations

On-Scene Security,  
Protection, and Law  
Enforcement

Operational  
Communications

Public Health, Healthcare,  
and Emergency Medical  
Services

Situational Assessment

## **Recovery**

Planning

Public Information and  
Warning

Operational Coordination

Infrastructure Systems

Economic Recovery

Health and Social Services

Housing

Natural and Cultural  
Resources

Insert Scenario 1 on this Page

ID	Standardized Target	Core Capability	Mission Area
1	Within every (#)_____ (time)_____, update all emergency operations plans that define the roles and responsibilities of (#)_____ partner organizations involved in incident management across (#)_____ jurisdictions affected, and the sequence and scope of tasks needed to prevent, protect, mitigate, respond to, and recover from events.	Planning	All Mission Areas
Notes			
2	Within (#)_____ (time)_____ notice of an incident, deliver reliable and actionable information to (#)_____ people affected, including (#)_____ people with access and functional needs (affected) and (#)_____ people with limited English proficiency affected.	Public Information and Warning	All Mission Areas
Notes			
3	Within (#)_____ (time)_____ of a potential or actual incident, establish and maintain a unified and coordinated operational structure and process across (#)_____ jurisdictions affected and with (#)_____ partner organizations involved in incident management. Maintain for (#)_____ (time)_____.	Operational Coordination	All Mission Areas
Notes			
4	Within (#)_____ (time)_____ notice of an impending incident, complete the evacuation of (#)_____ people requiring evacuation, including (#)_____ people with access and functional needs (requiring evacuation).	Critical Transportation	Response
Notes			
5	Within (#)_____ (time)_____ of an incident, clear (#)_____ miles of road affected, to enable access for emergency responders, including private and non-profit.	Critical Transportation	Response
Notes			

Insert Scenario 1 Name/Classification Here

6	Within (#)_____ (time)_____ of an incident, assess, contain, and begin cleaning up hazardous material releases from (#)_____ hazmat release sites.	Environmental Response/Health and Safety	Response
Notes			
7	Within (#)_____ (time)_____ of a hazmat incident, complete decontamination procedures for (#)_____ exposed individuals (hazmat-related incidents).	Environmental Response/Health and Safety	Response
Notes			
8	Within (#)_____ (time)_____ of an incident, complete the recovery, identification, and mortuary services, including temporary storage services, for (#)_____ fatalities.	Fatality Management Services	Response
Notes			
9	Within (#)_____ (time)_____ of an incident, conduct fire fighting operations to suppress and extinguish (#)_____ structure fires.	Fire Management and Suppression	Response
Notes			
10	Within (#)_____ (time)_____ of an incident, identify and mobilize life-sustaining commodities, resources, and services to (#)_____ people requiring shelter and (#)_____ people requiring food and water. Maintain distribution system for (#)_____ (time)_____.	Logistics and Supply Chain Management	Response
Notes			



Insert Scenario 1 Name/Classification Here

11	<p>Within (#)_____ (time)_____ of an incident, provide emergency sheltering, food, and water for (#)_____ people requiring shelter and (#)_____ people requiring food and water, including (#)_____ people with access and functional needs (requiring accessible shelter) and (#)_____ people with access and functional needs (requiring food and water), and (#)_____ animals requiring shelter, food, and water. Maintain for (#)_____ (time)_____.</p>	Mass Care Services	Response
Notes			
12	<p>Within (#)_____ (time)_____ of an incident, move (#)_____ people requiring temporary, non-congregate housing, including (#)_____ people with access and functional needs (requiring accessible, temporary, non-congregate housing), from congregate care to temporary housing.</p>	Mass Care Services	Response
Notes			
13	<p>Within (#)_____ (time)_____ of an incident, conduct search and rescue operations for (#)_____ people requiring rescue.</p>	Mass Search and Rescue Operations	Response
Notes			
14	<p>Within (#)_____ (time)_____ of an incident, provide security and law enforcement services to protect emergency responders and (#)_____ people affected.</p>	On-scene Security, Protection, and Law Enforcement	Response
Notes			
15	<p>Within (#)_____ (time)_____ of an incident, establish interoperable communications across (#)_____ jurisdictions affected and with (#)_____ partner organizations involved in incident management. Maintain for (#)_____ (time)_____.</p>	Operational Communications	Response
Notes			

Insert Scenario 1 Name/Classification Here

16	Within (#)_____ (time)_____ of an incident, complete triage, begin definitive medical treatment, and transfer to an appropriate facility (#)_____ people requiring medical care.	Public Health, Healthcare, and Emergency Medical Services	Response
Notes			
17	Within (#)_____ (time)_____ of incident, and on a (#)_____ (time)_____ cycle thereafter, provide notification to leadership and (#)_____ partner organizations involved in incident management of the current and projected situation. Maintain for (#)_____ (time)_____.	Situational Assessment	Response
Notes			
18	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without water service).	Infrastructure Systems	Response/Recovery
Notes			
19	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without wastewater service).	Infrastructure Systems	Response/Recovery
Notes			
20	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without communication service).	Infrastructure Systems	Response/Recovery
Notes			
21	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without power service).	Infrastructure Systems	Response/Recovery
Notes			

Insert Scenario 1 Name/Classification Here

22	Within (#)_____ (time)_____ of an incident, reopen (#)_____ businesses closed due to the incident.	Economic Recovery	Recovery
Notes			
23	Within (#)_____ (time)_____ of an incident, restore functions at (#)_____ affected healthcare facilities and social service organizations.	Health and Social Services	Recovery
Notes			
24	Within (#)_____ (time)_____ of an incident, (#)_____ people requiring long-term housing, including (#)_____ people with access and functional needs requiring accessible long-term housing, find and secure long-term housing.	Housing	Recovery
Notes			
25	Within (#)_____ (time)_____ of an incident, restore (#)_____ damaged natural and cultural resources and historic properties registered in the jurisdiction.	Natural and Cultural Resources	Recovery
Notes			

Insert Scenario 2 on this Page

ID	Standardized Target	Core Capability	Mission Area
1	Within every (#)_____ (time)_____, update all emergency operations plans that define the roles and responsibilities of (#)_____ partner organizations involved in incident management across (#)_____ jurisdictions affected, and the sequence and scope of tasks needed to prevent, protect, mitigate, respond to, and recover from events.	Planning	All Mission Areas
Notes			
2	Within (#)_____ (time)_____ notice of an incident, deliver reliable and actionable information to (#)_____ people affected, including (#)_____ people with access and functional needs (affected) and (#)_____ people with limited English proficiency affected.	Public Information and Warning	All Mission Areas
Notes			
3	Within (#)_____ (time)_____ of a potential or actual incident, establish and maintain a unified and coordinated operational structure and process across (#)_____ jurisdictions affected and with (#)_____ partner organizations involved in incident management. Maintain for (#)_____ (time)_____.	Operational Coordination	All Mission Areas
Notes			
4	Within (#)_____ (time)_____ notice of an impending incident, complete the evacuation of (#)_____ people requiring evacuation, including (#)_____ people with access and functional needs (requiring evacuation).	Critical Transportation	Response
Notes			
5	Within (#)_____ (time)_____ of an incident, clear (#)_____ miles of road affected, to enable access for emergency responders, including private and non-profit.	Critical Transportation	Response
Notes			

Insert Scenario 2 Name/Classification Here

6	Within (#)_____ (time)_____ of an incident, assess, contain, and begin cleaning up hazardous material releases from (#)_____ hazmat release sites.	Environmental Response/Health and Safety	Response
Notes			
7	Within (#)_____ (time)_____ of a hazmat incident, complete decontamination procedures for (#)_____ exposed individuals (hazmat-related incidents).	Environmental Response/Health and Safety	Response
Notes			
8	Within (#)_____ (time)_____ of an incident, complete the recovery, identification, and mortuary services, including temporary storage services, for (#)_____ fatalities.	Fatality Management Services	Response
Notes			
9	Within (#)_____ (time)_____ of an incident, conduct fire fighting operations to suppress and extinguish (#)_____ structure fires.	Fire Management and Suppression	Response
Notes			
10	Within (#)_____ (time)_____ of an incident, identify and mobilize life-sustaining commodities, resources, and services to (#)_____ people requiring shelter and (#)_____ people requiring food and water. Maintain distribution system for (#)_____ (time)_____.	Logistics and Supply Chain Management	Response
Notes			

Insert Scenario 2 Name/Classification Here

11	<p>Within (#)_____ (time)_____ of an incident, provide emergency sheltering, food, and water for (#)_____ people requiring shelter and (#)_____ people requiring food and water, including (#)_____ people with access and functional needs (requiring accessible shelter) and (#)_____ people with access and functional needs (requiring food and water), and (#)_____ animals requiring shelter, food, and water. Maintain for (#)_____ (time)_____.</p>	Mass Care Services	Response
Notes			
12	<p>Within (#)_____ (time)_____ of an incident, move (#)_____ people requiring temporary, non-congregate housing, including (#)_____ people with access and functional needs (requiring accessible, temporary, non-congregate housing), from congregate care to temporary housing.</p>	Mass Care Services	Response
Notes			
13	<p>Within (#)_____ (time)_____ of an incident, conduct search and rescue operations for (#)_____ people requiring rescue.</p>	Mass Search and Rescue Operations	Response
Notes			
14	<p>Within (#)_____ (time)_____ of an incident, provide security and law enforcement services to protect emergency responders and (#)_____ people affected.</p>	On-scene Security, Protection, and Law Enforcement	Response
Notes			
15	<p>Within (#)_____ (time)_____ of an incident, establish interoperable communications across (#)_____ jurisdictions affected and with (#)_____ partner organizations involved in incident management. Maintain for (#)_____ (time)_____.</p>	Operational Communications	Response
Notes			

16	Within (#)_____ (time)_____ of an incident, complete triage, begin definitive medical treatment, and transfer to an appropriate facility (#)_____ people requiring medical care.	Public Health, Healthcare, and Emergency Medical Services	Response
Notes			
17	Within (#)_____ (time)_____ of incident, and on a (#)_____ (time)_____ cycle thereafter, provide notification to leadership and (#)_____ partner organizations involved in incident management of the current and projected situation. Maintain for (#)_____ (time)_____.	Situational Assessment	Response
Notes			
18	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without water service).	Infrastructure Systems	Response/Recovery
Notes			
19	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without wastewater service).	Infrastructure Systems	Response/Recovery
Notes			
20	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without communication service).	Infrastructure Systems	Response/Recovery
Notes			
21	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without power service).	Infrastructure Systems	Response/Recovery
Notes			



22	Within (#)_____ (time)_____ of an incident, reopen (#)_____ businesses closed due to the incident.	Economic Recovery	Recovery
Notes			
23	Within (#)_____ (time)_____ of an incident, restore functions at (#)_____ affected healthcare facilities and social service organizations.	Health and Social Services	Recovery
Notes			
24	Within (#)_____ (time)_____ of an incident, (#)_____ people requiring long-term housing, including (#)_____ people with access and functional needs requiring accessible long-term housing, find and secure long-term housing.	Housing	Recovery
Notes			
25	Within (#)_____ (time)_____ of an incident, restore (#)_____ damaged natural and cultural resources and historic properties registered in the jurisdiction.	Natural and Cultural Resources	Recovery
Notes			

Insert Scenario 3 on this Page

ID	Standardized Target	Core Capability	Mission Area
1	Within every (#)_____ (time)_____, update all emergency operations plans that define the roles and responsibilities of (#)_____ partner organizations involved in incident management across (#)_____ jurisdictions affected, and the sequence and scope of tasks needed to prevent, protect, mitigate, respond to, and recover from events.	Planning	All Mission Areas
Notes			
2	Within (#)_____ (time)_____ notice of an incident, deliver reliable and actionable information to (#)_____ people affected, including (#)_____ people with access and functional needs (affected) and (#)_____ people with limited English proficiency affected.	Public Information and Warning	All Mission Areas
Notes			
3	Within (#)_____ (time)_____ of a potential or actual incident, establish and maintain a unified and coordinated operational structure and process across (#)_____ jurisdictions affected and with (#)_____ partner organizations involved in incident management. Maintain for (#)_____ (time)_____.	Operational Coordination	All Mission Areas
Notes			
4	Within (#)_____ (time)_____ notice of an impending incident, complete the evacuation of (#)_____ people requiring evacuation, including (#)_____ people with access and functional needs (requiring evacuation).	Critical Transportation	Response
Notes			
5	Within (#)_____ (time)_____ of an incident, clear (#)_____ miles of road affected, to enable access for emergency responders, including private and non-profit.	Critical Transportation	Response
Notes			

6	Within (#)_____ (time)_____ of an incident, assess, contain, and begin cleaning up hazardous material releases from (#)_____ hazmat release sites.	Environmental Response/Health and Safety	Response
Notes			
7	Within (#)_____ (time)_____ of a hazmat incident, complete decontamination procedures for (#)_____ exposed individuals (hazmat-related incidents).	Environmental Response/Health and Safety	Response
Notes			
8	Within (#)_____ (time)_____ of an incident, complete the recovery, identification, and mortuary services, including temporary storage services, for (#)_____ fatalities.	Fatality Management Services	Response
Notes			
9	Within (#)_____ (time)_____ of an incident, conduct fire fighting operations to suppress and extinguish (#)_____ structure fires.	Fire Management and Suppression	Response
Notes			
10	Within (#)_____ (time)_____ of an incident, identify and mobilize life-sustaining commodities, resources, and services to (#)_____ people requiring shelter and (#)_____ people requiring food and water. Maintain distribution system for (#)_____ (time)_____.	Logistics and Supply Chain Management	Response
Notes			

11	<p>Within (#)_____ (time)_____ of an incident, provide emergency sheltering, food, and water for (#)_____ people requiring shelter and (#)_____ people requiring food and water, including (#)_____ people with access and functional needs (requiring accessible shelter) and (#)_____ people with access and functional needs (requiring food and water), and (#)_____ animals requiring shelter, food, and water. Maintain for (#)_____ (time)_____.</p>	Mass Care Services	Response
Notes			
12	<p>Within (#)_____ (time)_____ of an incident, move (#)_____ people requiring temporary, non-congregate housing, including (#)_____ people with access and functional needs (requiring accessible, temporary, non-congregate housing), from congregate care to temporary housing.</p>	Mass Care Services	Response
Notes			
13	<p>Within (#)_____ (time)_____ of an incident, conduct search and rescue operations for (#)_____ people requiring rescue.</p>	Mass Search and Rescue Operations	Response
Notes			
14	<p>Within (#)_____ (time)_____ of an incident, provide security and law enforcement services to protect emergency responders and (#)_____ people affected.</p>	On-scene Security, Protection, and Law Enforcement	Response
Notes			
15	<p>Within (#)_____ (time)_____ of an incident, establish interoperable communications across (#)_____ jurisdictions affected and with (#)_____ partner organizations involved in incident management. Maintain for (#)_____ (time)_____.</p>	Operational Communications	Response
Notes			

16	Within (#)_____ (time)_____ of an incident, complete triage, begin definitive medical treatment, and transfer to an appropriate facility (#)_____ people requiring medical care.	Public Health, Healthcare, and Emergency Medical Services	Response
Notes			
17	Within (#)_____ (time)_____ of incident, and on a (#)_____ (time)_____ cycle thereafter, provide notification to leadership and (#)_____ partner organizations involved in incident management of the current and projected situation. Maintain for (#)_____ (time)_____.	Situational Assessment	Response
Notes			
18	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without water service).	Infrastructure Systems	Response/Recovery
Notes			
19	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without wastewater service).	Infrastructure Systems	Response/Recovery
Notes			
20	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without communication service).	Infrastructure Systems	Response/Recovery
Notes			
21	Within (#)_____ (time)_____ of an incident, restore service to (#)_____ customers (without power service).	Infrastructure Systems	Response/Recovery
Notes			

Insert Scenario 3 Name/Classification Here

22	Within (#)_____ (time)_____ of an incident, reopen (#)_____ businesses closed due to the incident.	Economic Recovery	Recovery
Notes			
23	Within (#)_____ (time)_____ of an incident, restore functions at (#)_____ affected healthcare facilities and social service organizations.	Health and Social Services	Recovery
Notes			
24	Within (#)_____ (time)_____ of an incident, (#)_____ people requiring long-term housing, including (#)_____ people with access and functional needs requiring accessible long-term housing, find and secure long-term housing.	Housing	Recovery
Notes			
25	Within (#)_____ (time)_____ of an incident, restore (#)_____ damaged natural and cultural resources and historic properties registered in the jurisdiction.	Natural and Cultural Resources	Recovery
Notes			