

ORGANIZATION ASSIGNMENT LIST (ICS 203-DV)

1. Incident Name:		2. Operational Period		Date From:	Date To:
				Time From:	Time To:
3. Duval ARES Staff:			9. Team		
EC			Leader		
AEC					
AEC					
4. Task Force:			10. Team		
Leader			Leader		
5. Task Force:					
Leader					
6. Task Force:					
Leader					
7. Team:					
Leader					
8. Team:					
Leader					
11. Prepared by: Name:			Position/Title:		
IAP Page		Signature:		Date/Time:	

ICS 203-DV

Organization Assignment List

Purpose. The Organization Assignment List (ICS 203-DV) provides ICS personnel with information on the units that are currently activated and the names of personnel staffing each position/unit. It is used to complete the Incident Organization Chart (ICS 207) which is posted on the Incident Command Post display. An actual organization will be incident or event-specific. Not all positions need to be filled. Some blocks may contain more than one name. The size of the organization is dependent on the magnitude of the incident, and can be expanded or contracted as necessary.

Preparation. The Resource Net Leader prepares and maintains this list under the direction of the Emergency Coordinator. Complete only the blocks for the positions that are being used for the incident. If a trainee is assigned to a position, indicate this with a “T” in parentheses behind the name (e.g., “A. Smith (T)”).

Distribution. The ICS 203-DV is duplicated and attached to the Incident Objectives (ICS 202) and given to all recipients as part of the Incident Action Plan (IAP). All completed original forms must be given to the Documentation Unit.

Notes:

- The ICS 203-DV serves as part of the IAP.
- If needed, more than one name can be put in each block by inserting a slash.
- If additional pages are needed, use a blank ICS 203-DV and repaginate as needed.
- ICS allows for organizational flexibility.