

Letter of Commitment for Team Members
Oklahoma Incident Management Assistance Team

By signing below, _____ and
(Member)

_____ agree to the following:
(Member's Organization Head or Designee)

1. The Member will adhere to the Oklahoma Incident Management Assistance Team (OK-IMAT) Standard Operating Procedures, as may be amended from time to time.
2. The Member will attend and successfully complete the *O-305 Type 3 All Hazards Incident Management Team Introduction Course* within a year.
3. The Member will initiate a FEMA NQS Position Task Book (PTB) for an Incident Command System (ICS) position for which they have successfully completed the NIMS ICS Position Specific training for that position.
4. The Member will work towards completing their PTB by deploying to incidents, participating in planned events, and/or participating in Full-Scale and/or Functional Exercises.
5. Upon completing their PTB, the Member will seek qualification, certification, and credentialing through the Oklahoma Qualification System for Incident Command System Positions.
6. Team members will complete annual continuing education requirements established for OK-IMAT team Members.
7. The Member may respond/participate as a member of the OK-IMAT when it is activated for deployment to an incident pursuant to the Oklahoma Intrastate Mutual Aid Compact. A Member's response/participation may depend on the Member's availability including the needs of their Organization and whether they are on duty, off duty, or on leave.
8. The Member may attend/participate in OK-IMAT activation drills for Team readiness assessment.
9. The Member may attend and participate in OK-IMAT training activities. The date and time of training will be scheduled well in advance so both the Applicant and their Organization may make appropriate schedule/staffing arrangements.
10. The Member may attend and participate in full-scale and functional exercise the OK-IMAT conducts or participates in.
11. The Member's Organization will agree to provide the Member coverage under the Organization's Workers Compensation (or equivalent) during all training, deployment, drills, and/or exercises.
12. The Member's Organization agrees to release the State of Oklahoma, Department of Public Safety, Oklahoma Office of Homeland Security, and Oklahoma IMT Advisory Committee, all sponsoring organizations, and cooperating organizations from claims suffered by the Member's Organization or their employee(s) during OK-IMAT related training, deployment, drill, and/or exercise.

13. Membership in the OK-IMAT is voluntary and as such the Member and his or her employing Organization will receive no compensation from the State of Oklahoma, Department of Public Safety, Oklahoma Office of Homeland Security, or Oklahoma IMT Advisory Committee for participating in any OK-IMAT related training, deployments, drills, and/ or exercises.
14. The Member and his or her employing Organization may receive reimbursement for intrastate deployments pursuant to the Oklahoma Intrastate Mutual Aid Compact dependent on availability of funds. The availability of funds may be determined by whether there is a Fire Management Assistance Grant (FMAG) and the state threshold has been met for reimbursement or there is a Presidential Emergency Declaration or Disaster Declaration and FEMA is authorized to provide Public Assistance funding for Emergency Work.
15. The Member and his or her employing Organization may receive reimbursement for interstate deployments pursuant to the Emergency Management Assistance Compact dependent on availability of funds.
16. The Member may be entitled to overtime pay normally allowed by his or her employing Organization, collective bargaining agreement, or Fair Labor Standards Act while participating in any OK-IMAT related training, drill, and/ or exercise. However, no compensation nor reimbursement for these overtime costs will be provided by the State of Oklahoma, Department of Public Safety, Oklahoma Office of Homeland Security, and Oklahoma IMT Advisory Committee
17. The Member's employing organization agrees the Member will not suffer any loss of pay, rank, leave time, or opportunity while participating in any OK-IMAT related training, deployment, drill, and/ or exercise.
18. The Member and his or her employing Organization understand that as a member of the OK-IMAT, the Member may be deployed for a period of from one day to up to sixteen days. Length of deployment will depend on the nature of the incident and whether it is an intrastate or interstate deployment. The Member's Organization decides if the Member can participate for the duration of the deployment depending on the Organization's needs, schedules, and staffing.
19. The Member and his or her employing organization understand that the Team and its Members may deploy anywhere within the State of Oklahoma and could deploy interstate pursuant to an approved Emergency Management Assistance Compact (EMAC) request.
20. The Member and their Organization agree to an initial three-year commitment to the OK-IMAT.
21. After three years, commitments will be renewed annually upon mutual agreement of the Member, Member's Organization Head, and the Oklahoma Department of Public Safety, Oklahoma Office of Homeland Security.
22. The Member and his or her employing Organization understand the member serves on the Team at the discretion of the Oklahoma Department of Public Safety, Oklahoma Office of Homeland Security, and Oklahoma Incident Management Team Advisory Committee.

Member	Member's Organization
Printed Name	Printed Name – Organization Head or Designee
Signature	Signature
Date	Date