



SAN DIEGO OPERATIONAL AREA

DIRECTIVE # 5 CICCS Peer Review Committee

Purpose: Peer Review Committees exist to maintain the professional standards and integrity of the California Incident Command Certification System (CICCS). Cal OES establishes the Operational Area Peer Review Committee to oversee the peer review process.

Guidance: San Diego County Operational Area agencies will maintain a CICCS Peer Review Committee. The CICCS Committee will act as the certifying component of the CICCS process and issues a SFMO certificate once it has determined that an individual is certified.

Definition: *California Incident Command Certification System (CICCS)*- CICCS is an all-hazard qualification and certification system.

[San Diego County Operational Area CICCS Peer Review Committee](#)- A Committee made up of a cross section of Departments/Agencies located within the XSD Op Area jurisdictional boundaries.

Procedures:

The Operational Area Peer Review Committee will be made up of members of the following Agencies/Categories:

- City or Town (municipal or incorporated function of a city or town)
- Metro Fire Department (more than 350 personnel)
- Fire Protection District
- CAL FIRE
- CalOES
- Federal Wildland Fire Agency
- Federal Military Fire Agency
- Tribal Fire Department
- Labor Organization
- Volunteer Fire Department
- Qualified ICS Training Specialist (TNSP)
- Community College that offers ICS courses

The San Diego Operational Area Peer Review Committee will operate in accordance with the [OES CICC manual](#). Highlights of that document are below, however the original document should be referenced for exact details.

Committee formation:

- The committee members elect a chairperson who shall be a member of the committee.
- The chairperson serves a two-year term or longer at the approval of the other members of the Peer Review Committee.
- Committee members serve a two-year term or longer at the approval of the other members of the Peer Review Committee.
- When vacancies occur the Operational Area Coordinator announces the opportunity to participate on the committee.
- Applications for committee membership from applicable Departments/Agencies from within the boundaries of the peer review area are sent to the committee chairperson.
- The committee shall select any new members from applications received by the committee chair as vacancies occur.
- An agency represented on the committee can only hold one position on the committee.

Committee responsibilities:

- Oversee the certification process, as delegated by OES and the Operational Area Coordinator.
- Ensure applicants for certification receive proper consideration and a thorough review of documented position performance.
- Meet quarterly to review applications and offer recommendations for qualification.
- Consult qualified subject matter experts in the positions being reviewed if the expertise does not reside on the committee when reviewing applications for certification.
- Refer questions regarding a process or procedure to the Regional committee or the CICC Task Force for assistance.