

# Flood Operations Center Information System (FOCIS)

## SEMS – Specific Training



# FOCIS Log In

- FOCIS is accessed through the internet at:
  - <http://focis4gov.water.ca.gov/>

Flood Operation Center - Windows Internet Explorer

http://focis4gov.water.ca.gov/

File Edit View Favorites Tools Help

Flood Operation Center AquaNet Home

**CA.GOV** | Department of Water Resources  
FOC Information System (FOCIS)

**MEMBER ACCESS**

Login ID

Password

Sign On

**Welcome to FOCIS!**

The State-Federal Flood Operations Center has developed this system for agencies to submit any additions or updates to their contact information for the **Directory of Flood Officials**. This will ensure the accuracy and completeness of agency contact data.

If this is your first time accessing this website, please fill out the registration form below and select submit. A Login ID and Password will be emailed to you.

If you have already received a Login ID and Password, enter them in the member access section to the left and select sign on.

**REGISTRATION REQUEST**

\*All fields are required. Use of your agency code, supplied in letter, will expedite your registration.

Agency Name or Agency Code

First Name

Last Name

Phone  -  -

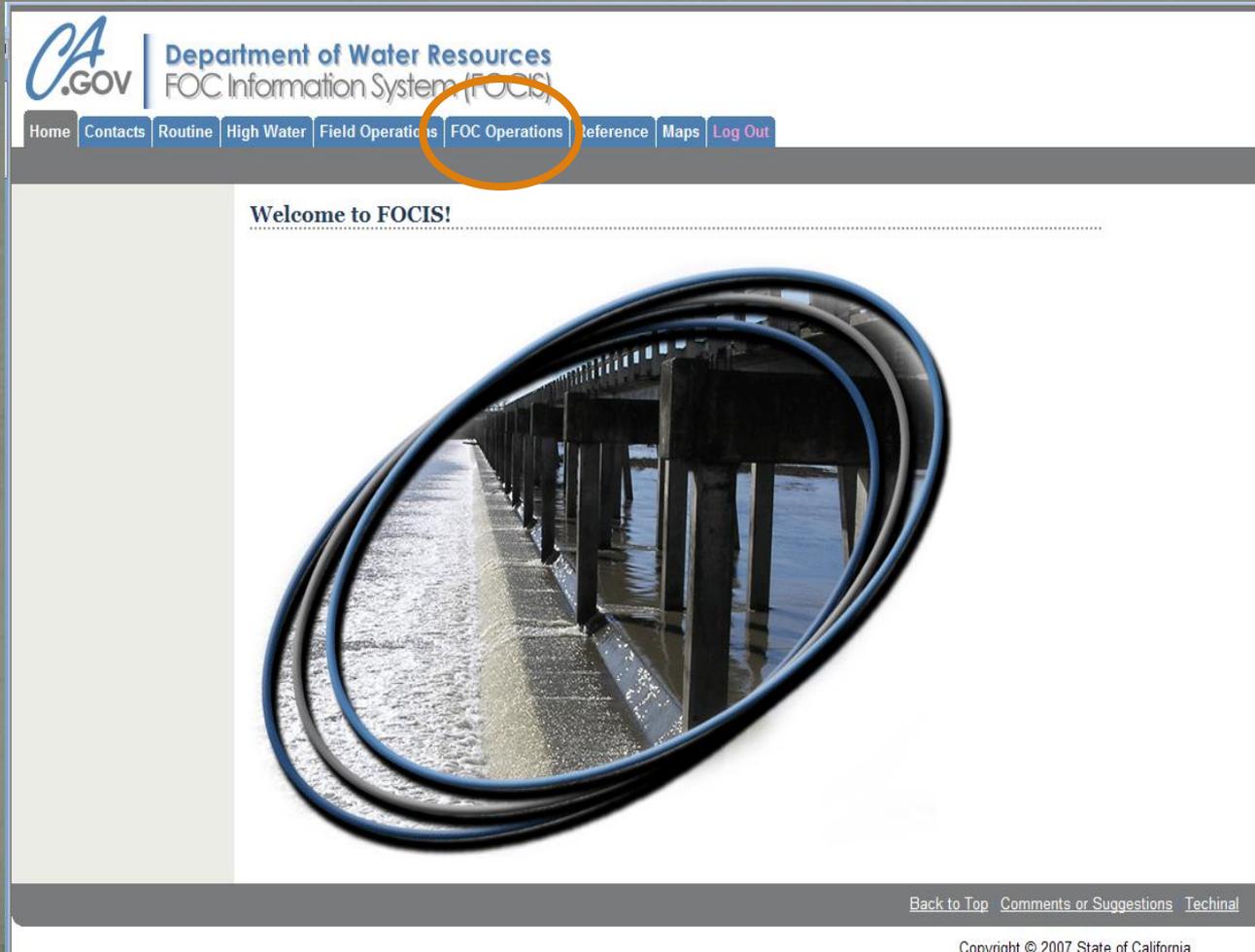
E-mail

Re-type e-mail

Submit

# FOCIS Home Page

- You will be using the FOC Operations Tab



The screenshot displays the FOCIS Home Page. At the top left is the logo for CA.GOV. To its right, the text reads "Department of Water Resources" and "FOC Information System (FOCIS)". Below this is a horizontal navigation menu with several tabs: "Home", "Contacts", "Routine", "High Water", "Field Operations", "FOC Operations", "Reference", "Maps", and "Log Out". The "FOC Operations" tab is highlighted with an orange circle. Below the navigation menu, the text "Welcome to FOCIS!" is displayed. The main content area features a large, stylized image of a blue, curved structure, possibly a dam or a water control structure, with water flowing through it. At the bottom right of the page, there are links for "Back to Top", "Comments or Suggestions", and "Technical". The footer contains the text "Copyright © 2007 State of California".

# FOC Operations

- The FOC Operations Tab provides access to:
  - Event Reports
  - Incident Reports
  - Situation Status (Summaries)
  - Section Status Reports (used by all sections)
  - Action Plans

# Event



Department of Water Resources  
FOC Information System (FOCIS)

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[Incident Reports](#) ▶ [Event Reports](#) ▶ [Dam Incident Log](#) ▶ [Section Status Reports](#) ▶ [Situation Summaries](#) ▶ [Action Plans](#) ▶

## EVENTS

Welcome to FOCIS!

Create a New

» [Event](#)

Edit an Existing

» [Event](#)

View

» [All By Latest](#)

» [All By History](#)

Print

» [All Events](#)



# Event

- The overall cause of one or more incidents
  - Major storm
  - Earthquake / tsunami
  - Extreme snow melt
- Multiple incidents are usually linked to one event

# Incident



## INCIDENTS

### Create a New

→ [Incident](#)

### Edit an Existing

→ [Incident](#)

### View

→ [Open Incidents](#)

→ [Closed Incidents](#)

→ [All Incidents](#)

### Print

→ [All Incidents](#)

## Welcome to FOCIS!



# Incident

- Information needed
  - Name of incident
  - Incident start date
  - Details of incident
  - Actions taken
  - Contacts
  - Incident type
  - Incident status
  - Location & areas at risk
  - Next steps

# Situation Status (Summary)

- Summarizes the current status of the event or incident
- Report is compiled from information found in Section Status Reports

# Section Status Report



## CREATE AN EVENT SECTION STATUS

Status **Current Logistical Needs** Future Logistical Needs Staffing Roster Comments Attachments

Today's Date: *Tuesday, March 23, 2010* Created By: \* Stewart, Wendy  Entry Type: *Initial*

Section Name \*   Location   Reviewed/Approved By

Event Name \*

Section Status for Next Operational Shift or Period:

From    To

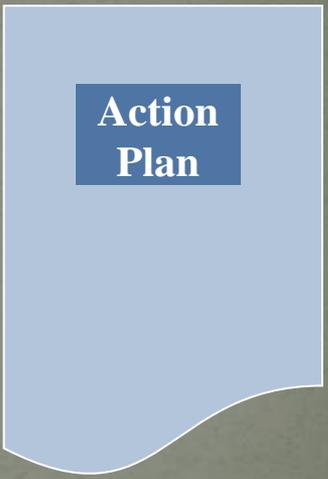
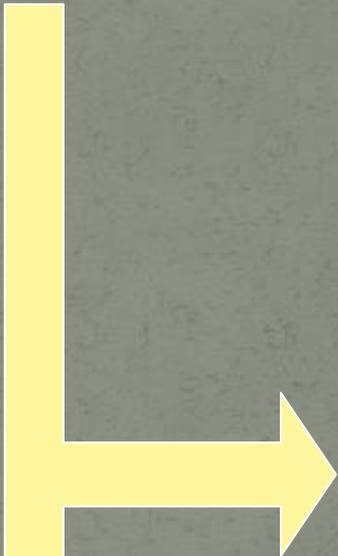
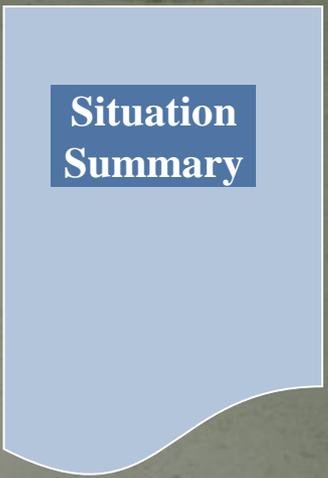
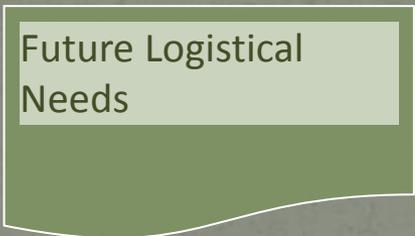
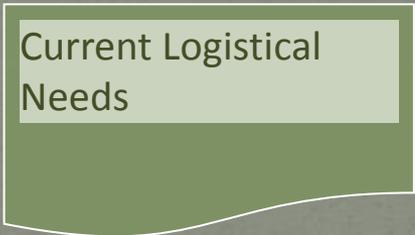
Current Status and Activities (Max. 4000 characters) - *This section is uploaded to the Situation Report.*

# Section Status Report Steps

- FOC Operations Screen
- Section Summary Tab
  - Select SEMS section name and location from drop down menu
  - Select applicable event/incident name from drop down menu
  - Enter particular operational period or shift section status report is being created for

# Section Status Report

- Can be created by event or incident
- Completed by the end of each operational period
- Report should summarize:
  - Activities that took place during that operational period
  - Current status
  - Future logistical needs
  - Staffing requirements



# Action Plan

- Documents the tactical and support activities required for future operational period
- Report is compiled from information found in Section Status Reports

# Data Entry Standards

- General Formatting
- Date and time
- Names, organization, phone numbers

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