

ON SCENE REPORTS – Reference Sheet

A – Announce Arrival

B – Building Description

C – Classify Problem & Location

D – Describe Incident Action Plan (IAP)

E – Establish Strategy (announce it!)

F – Formalize IC (name command & mode)

G – Get Help (Request Resources)

A – Announce Arrival – “_____ is arriving on scene with a...”

B – Building Description - Size, Height, Type

Size – Small, Medium, Large, Mega

Height – 1, 2, 3, 4... story, with/without a basement

Type - Residential, Apartment, Strip mall, Commercial, Big Box,

C - Classify the Problem and its Location

Nothing Showing, Light Smoke, Working Fire, Defensive Fire Conditions

D - Describe the Incident Action Plan

The Initial IAP gets things moving while the size-up is being done. As soon as 360 and Size-up are complete, IC must confirm or update the initial IAP. As the scene progresses any time the IAP changes it must be announced over the radio so everyone knows the plan.

Include team assignments, officer assignments, staging location, radio frequency, etc.

E - Establish Strategy

Determine the strategy and announce it - “We are in the Defensive strategy” or “We are in the Offensive strategy”

F - Formalize Command

Assume and Name Command – “I will be Main Street Command”

Announce Command Mode - Investigation Mode, Fast Attack Mode, Command Mode

G – Get Help - Request additional resources or cancel resources that are not needed