





# INCIDENT BRIEFING



TICE FIRE & RESCUE DISTRICT  
DISASTER PREPAREDNESS UNIT

|  |                     |            |       |
|--|---------------------|------------|-------|
| PREPARED BY:   |                     | DATE:      | TIME: |
| INCIDENT NAME:   |                     |            |       |
| MAP SKETCH:  |                     |            |       |
| CURRENT ORGANIZATION:  | INCIDENT COMMANDER: | BATTALION: |       |
| SUMMARY OF CURRENT ACTIONS:<br><i>Be aware of hazards! Work as a team!</i> |                     |            |       |

FOR INCIDENT COMMANDER

[www.ticefire.com](http://www.ticefire.com)

05/23/06

**Incident Command:** Transfer an incident from Damage Assessment sheet. Sketch a map of the incident area, if known. Enter Incident Commander's name and Battalion number under current organization. Give to Incident team leader with assignment status sheet.

**Incident Team Leader:** Sketch a map of the incident area with any hazards, if not done by Incident Command. Summarize the actions of your teams. When incident is complete, return this form, along with Assignment Status, to Incident Command.



# ASSIGNMENT STATUS

## TICE FIRE & RESCUE DISTRICT DISASTER PREPAREDNESS UNIT



|             |          |                   |          |            |          |            |          |            |          |
|-------------|----------|-------------------|----------|------------|----------|------------|----------|------------|----------|
| DATE:       |          | PERSON REPORTING: |          |            |          |            |          | PAGE 0-    |          |
| TEAM LEADER |          | ASST. TEAM LEADER |          | ASSIGNMENT |          |            |          |            |          |
| TEAM TYPE   |          | TEAM TYPE         |          | TEAM TYPE  |          | TEAM TYPE  |          | TEAM TYPE  |          |
| START TIME  | END TIME | START TIME        | END TIME | START TIME | END TIME | START TIME | END TIME | START TIME | END TIME |
| 1           |          | 1                 |          | 1          |          | 1          |          | 1          |          |
| 2           |          | 2                 |          | 2          |          | 2          |          | 2          |          |
| 3           |          | 3                 |          | 3          |          | 3          |          | 3          |          |
| 4           |          | 4                 |          | 4          |          | 4          |          | 4          |          |
| 5           |          | 5                 |          | 5          |          | 5          |          | 5          |          |
| ASSIGNMENT  |          | ASSIGNMENT        |          | ASSIGNMENT |          | ASSIGNMENT |          | ASSIGNMENT |          |
|             |          |                   |          |            |          |            |          |            |          |
| COMMENTS    |          | COMMENTS          |          | COMMENTS   |          | COMMENTS   |          | COMMENTS   |          |
|             |          |                   |          |            |          |            |          |            |          |

TO TRACK PERSONNEL ON AN ASSIGNMENT.

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Print type of team (for example, Fire). Print team members' names in numbered boxes. If a team completes an assignment, use another team column for the next assignment. Return this form, with Incident Briefing, to Incident Command









