

INCIDENT BRIEFING

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

FOR INCIDENT COMMANDER

Incident Command: Transfer an incident from Damage Assessment sheet. Sketch a map of the incident area, if known, with any hazards. 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.