

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
POLICIES & PROCEDURES

ARTICLE: C-11
SECTION: Operations Division
DATE: 1/18/96
SUPERSEDES:
TITLE: **INITIAL REPORT – PROCEDURE**

It shall be Standard Operating Procedure that the first arriving unit on any incident gives a clear and accurate Initial Report containing the following information:

- UNIT ON SCENE
- INCIDENT DESCRIPTION
- OBSERVED CONDITIONS
- ACTIONS BEING TAKEN
- RESOURCES NEEDED
- IDENTIFY STAGING LOCATION OR ASSIGNMENT FOR SECOND IN UNIT
- NAME THE INCIDENT AND IDENTIFY THE I.C.

END

Written By: Donald E. Hankins Sr.

Date: January 18, 1996