Fire Incident Reporting System

Quick Reference Guide

Revision Date: October 1, 2013

South Dakota Department of Public Safety
State Fire Marshal’s Office
How to get to the SD Incident Reporting System:

1. Go to the Department of Public Safety’s webpage, http://dps.sd.gov/
2. Click on the “State Fire Marshal” link (lower left part of the page).
3. Click on the “On-Line Fire Reporting” link (right side in the middle of the page).
4. Click on the link http://ps02firelogin.sd.gov in the middle of the description information to get you to the on-line fire reporting system.
5. Once you get the system site up. You can add it to your favorites. Then you just can get to it by one click.

Paper reports can be mailed to: State fire Marshal’s Office
118 West Capitol Avenue
Pierre, SD 57501

If you have questions call the state Fire Marshal’s office at 605-773-3562

Some of the information in this manual is directly from the NFIRS 5.0 Reference Guide. For more information from NFIRS, the NFIRS complete reference guide can be downloaded at http://www.nfirs.fema.gov/documentation/

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A. Basic Form

Entries in the Basic Module determine what other modules need to be completed based on the incident type.

All incidents **must** have a basic form filled out. Information highlighted in yellow for the specific form **must** be filled out to complete the form. If a yellow highlighted box is missed, what is missed will appear in red next to the yellow box.

**FDID**- A unique five-character identifier assigned by the state to identify a particular fire department within the state.

Use the FDID number to get into the fire reporting system. The departments FDID should automatically populate.

**State ID**- Enter the state. Find the two-character state abbreviation. For the state. Ex-South Dakota (SD).

**No Activity**- A “No Activity” report needs to be reported monthly if there has been no activity with your department in that month if there has been no incidents during the month. All reports should be submitted monthly, if there are no reports to report, fill out a “No Activity report”

- To report No Activity- enter your FDID Number and State Abbreviation. Under the Alarm Date, enter the last day of the month for the month that you are reporting for, and then check the box marked “No Activity”. No more information is required to complete this report. Ex. 01/31/2013 for January, 31, 2013 (month/date/year). This will reflect that there has been no activity with your department for that month.

**Alarm Date**- Enter in the month, day, and year of the incident. This is the alarm date the call was received by the fire department. It must be entered for each incident.

- The Incident Date is the same as the Alarm date except if the incident is an exposure and the exposure occurs on a subsequent day.

**Exposure**- A fire resulting from another fire outside that building, structure, or vehicle, or a fire that extends to an outside property from a building, structure, or vehicle. For example, if the building fire ignites a truck parked outside, the truck fire is an exposure fire.

- Although the Incident Number permits all properties involved in a fire incident to be related together, the Exposure number identifies each separate property type involved in the fire. This makes it possible to capture the specific details of the fire in each exposure and to relate all the exposures to the basic incident, if necessary. When a fire involves more than one building, each building fire should be considered a separate fire, with the ignition for all but the original building fire classified as exposure fires.
- In a fire involving exposures, an additional Basic Module should be completed for each exposure. The same incident number will automatically keep the same incident number for each incident type classified as an exposure. A separate sequential Exposure number is assigned to each exposure. The original incident is always coded “000,” and the following exposures are numbered sequentially and incremented by 1. The alarm time should reflect the time of each new exposure. The first exposure fire is entered as 001, followed by the 2nd exposure if there is a second as 002, and so on.

- Grouped items should stay as one exposure (Ex. A fleet of cars).

Examples for exposures:

Example 1- Grass fire (original fire) with a building that caught fire (exposure #1); for the Grass fire complete the Basic & Wildland Form; for the Exposure fire #1 (building fire) complete the Basic, Fire & the Structure Form.

Example 2- Agricultural Equipment Fire (original Fire) with a crop that caught fire in the field from the equipment (exposure #1) and a pickup that caught fire from the crop (exposure #2), for the Agricultural Equipment fire- complete the Basic & Fire Forms, for the crop fire (Exposure #1) - complete the Basic & Wildland Form and for the pickup fire (Exposure #2)- complete the Basic & Fire Form.

Location Type

The location of the incident, which may be a street address, directions from a recognized landmark, or an intersection of two roadways.

- Find the location in the dropdown box to the corresponding location of the incident.
- For locations: Intersection, Directions, and US National Grid, the Cross Street Directions or National Grid section must be filled out.

- For structures and lots, enter the street number.

- For highways, railroads, etc., enter the milepost number.

- If the involved property is a motor vehicle, boat, or other property in transit, list the nearest address or describe the location where the incident occurred.
City/ State/ ZIP Code

Enter in the city where the incident occurred, or the city used in the mailing address for the incident location. Enter the alphabetic abbreviation for the state where the incident occurred and the postal ZIP code number for the address of the property involved in the incident.

Incident Type

-The Incident Type to use is based on what type of fire/incident found on arrival at the scene. Not necessarily what the initial dispatch call is for.

-Different Forms that need to be completed depend on the Incident Type of fire being reported. Start with the lowest number to identity the type of fire, and fill out the forms accordingly. As the report goes along, there will be the chance to describe the incident in more detail. Here are the codes and what forms will need to be filled out to describe the incident.

Building Fires- Code 111: Basic, Fire & Structure Forms
Special Structure Fires- Code 112: Basic, Fire, & Structure Forms
Confined Fires- Codes 113-118: Basic Form & Fire Form
Mobile Property Fires- Codes 120-123: Basic, Fire & Structure Forms
Vehicle Fires- Code 130- 138: Basic Form & Fire Form
Vegetation Fires- Code 140-143: Basic Form & Wildland Form
Outside Rubbish Fires – Codes 150-155: Basic Form & Fire Form
Special Outside Fires, other- Code 160: Basic Form & Wildland Form
Special Outside Fires- Codes 161-164: Basic Form & Fire Form
Crop Fires- Codes 170-173: Basic Form & Wildland Form
Codes- 211-550: Basic Form & Fire Form
Code 561- Unauthorized burning: Basic Form & Wildland Form
Codes 571-621: Basic Form & Fire Form
Code 631- Authorized controlled burning: Basic Form & Wildland Form
Code 632- Prescribed fire: Basic Form & Wildland Form
INCIDENT CODES

**Fires. Defined as fires out on arrival and gas vapor explosions (with extremely rapid combustion).**

**Structure fire**

111 Building fire.
112 Fire in structure, other than in a building.
   Included are fires on or in piers, quays, or pilings: tunnels or underground connecting structures; bridges, trestles, or overhead elevated structures; transformers, power or utility vaults or equipment; fences; and tents.
113 Cooking fire involving the contents of a cooking vessel without fire extension beyond the vessel.
114 Chimney or flue fire originating in and confined to a chimney or flue.
   Excludes fires that extend beyond the chimney (111 or 112).
115 Incinerator overload or malfunction, but flames cause no damage outside the incinerator.
116 Fuel burner/boiler, delayed ignition or malfunction, where flames cause no damage outside the fire box.
117 Commercial compactor fire, confined to contents of compactor.
   Excluded are home trash compactors.
118 Trash or rubbish fire in a structure, with no flame damage to structure or its contents.

**Fire in mobile property used as a fixed structure.**

Includes mobile homes, motor homes, camping trailers.

121 Fire in mobile home used as a fixed residence.
   Includes mobile homes when not in transit and used as a structure for residential purposes; and manufactured homes built on a permanent chassis.
122 Fire in a motor home, camper, or recreational vehicle when used as a structure. Includes motor homes when not in transit and used as a structure for residential purposes.
123 Fire in a portable building, when used at a fixed location. Includes portable buildings used for commerce, industry, or education and trailers used for commercial purposes.
120 Fire in mobile property used as a fixed structure, other.

**Mobile property (vehicle) fire. Excludes mobile properties used as a structure (120 series). If a vehicle fire occurs on a bridge and does not damage the bridge, it should be classified as a vehicle fire.**

131 Passenger vehicle fire.
   Includes any motorized passenger vehicle, other than a motor home (136) (e.g., pickup trucks, sport utility vehicles, buses).
132 Road freight or transport vehicle fire.
   Includes commercial freight hauling vehicles and contractor vans or trucks. Examples are moving trucks, plumber vans, and delivery trucks.
133 Rail vehicle fire.
   Includes all rail cars, including intermodal containers and passenger cars that are mounted on a rail car.
134 Water vehicle fire.
   Includes boats, barges, hovercraft, and all other vehicles designed for navigation on water.
135 Aircraft fire.
   Includes fires originating in or on an aircraft, regardless of use.
136 Self-propelled motor home or recreational vehicle.
   Includes only self-propelled motor homes or recreational vehicles when being used in a transport mode. Excludes those used for normal residential use (122).
Camper or recreational vehicle (RV) fire, not self-propelled. Includes trailers. Excludes RVs on blocks or used regularly as a fixed building (122) and the vehicle towing the camper or RV or the campers mounted on pickups (131).

Off-road vehicle or heavy equipment fire. Includes dirt bikes, specialty off-road vehicles, earth-moving equipment (bulldozers), and farm equipment.

Mobile property (vehicle) fire, other.

Natural vegetation fire. Excludes crops or plants under cultivation (see 170 series).

Forest, woods, or wildland fire. Includes fires involving vegetative fuels, other than prescribed fire (632), that occur in an area in which development is essentially nonexistent, except for roads, railroads, power lines, and the like. Also includes forests managed for lumber production and fires involving elevated fuels such as tree branches and crowns. Excludes areas in cultivation for agricultural purposes such as tree farms or crops (17x series).

Brush or brush-and-grass mixture fire. Includes ground fuels lying on or immediately above the ground such as duff, roots, dead leaves, fine dead wood, and downed logs.

Grass fire. Includes fire confined to area characterized by grass ground cover, with little or no involvement of other ground fuels; otherwise, see (142).

Natural vegetation fire, other.

Outside rubbish fire. Includes all rubbish fires outside a structure or vehicle.

Outside rubbish, trash, or waste fire not included in (152–155). Excludes outside rubbish fires in a container or receptacle (154).

Garbage dump or sanitary landfill fire.

Construction or demolition landfill fire.

Dumpster or other outside trash receptacle fire. Includes waste material from manufacturing or other production processes. Excludes materials that are not rubbish or have salvage value (161 or 162).

Outside stationary compactor or compacted trash fire. Includes fires where the only material burning is rubbish. Excludes fires where the compactor is damaged (162).

Outside rubbish fire, other.

Special outside fire. Includes outside fires with definable value. Excludes crops and orchards (170 series).

Outside storage fire on residential or commercial/industrial property, not rubbish. Includes recyclable materials at dropoff points.

Outside equipment fire. Includes outside trash compactors, outside HVAC units, and irrigation pumps. Excludes special structures (110 series) and mobile construction equipment (130 series).

Outside gas or vapor combustion explosion without sustained fire.

Outside mailbox fire. Includes drop-off boxes for delivery services.

Special outside fire, other.

Cultivated vegetation, crop fire

Cultivated grain or crop fire. Includes fires involving corn, wheat, soybeans, rice, and other plants before harvest.

Cultivated orchard or vineyard fire.

Cultivated trees or nursery stock fire. Includes fires involving Christmas tree farms and plants under cultivation for transport off-site for ornamental use.

Cultivated vegetation, crop fire, other.

Fire, other

Fire, other.
Overpressure Rupture, Explosion, Overheat (No Fire) Excludes steam mistaken for smoke.

Overpressure rupture from steam (no ensuing fire)

211 Overpressure rupture of steam pipe or pipeline.
212 Overpressure rupture of steam boiler.
213 Overpressure rupture of pressure or process vessel from steam.
210 Overpressure rupture from steam, other.

Overpressure rupture from air or gas (no ensuing fire). Excludes steam or water vapor.

221 Overpressure rupture of air or gas pipe or pipeline.
222 Overpressure rupture of boiler from air or gas. Excludes steam-related overpressure ruptures.
223 Overpressure rupture of pressure or process vessel from air or gas, not steam.
220 Overpressure rupture from air or gas, other.

Overpressure rupture from chemical reaction (no ensuing fire)

231 Overpressure rupture of pressure or process vessel from a chemical reaction.

Explosion (no fire)

241 Munitions or bomb explosion (no fire).

Includes explosions involving military ordnance, dynamite, nitroglycerin, plastic explosives, propellants, and similar agents with a UN classification 1.1 or 1.3. Includes primary and secondary high explosives.

242 Blasting agent explosion (no fire). Includes ammonium nitrate and fuel oil (ANFO) mixtures and explosives with a UN Classification 1.5 (also known as blasting agents).
243 Fireworks explosion (no fire). Includes all classes of fireworks.
240 Explosion (no fire), other.

Excessive heat, scorch burns with no ignition

251 Excessive heat, overheat scorch burns with no ignition. Excludes lightning strikes with no ensuing fire (814).

Overpressure rupture, explosion, overheat, other

200 Overpressure rupture, explosion, overheat, other.

Rescue and Emergency Medical Service Incident

Medical assist

311 Medical assist. Includes incidents where medical assistance is provided to another group/agency that has primary EMS responsibility. (Example, providing assistance to another agency-assisting EMS with moving a heavy patient.)

Emergency medical service incident

321 EMS call. Includes calls when the patient refuses treatment. Excludes vehicle accident with injury (322) and pedestrian struck (323).
322 Motor vehicle accident with injuries. Includes collision with other vehicle, fixed objects, or loss of control resulting in leaving the roadway.
323 Motor vehicle/pedestrian accident (MV Ped). Includes any motor vehicle accident involving a pedestrian injury.
324 Motor vehicle accident with no injuries.

Lock-In

331 Lock-in. Includes opening locked vehicles and gaining entry to locked areas for access by caretakers or rescuers, such as a child locked in a bathroom. Excludes lock-outs (511).

Search for lost person

341 Search for person on land. Includes lost hikers and children, even where there is an incidental search of local bodies of water, such as a creek or river.
Search for person in water. Includes shoreline searches incidental to a reported drowning call.

Search for person underground. Includes caves, mines, tunnels, and the like.

Search for lost person, other.

Extrication, rescue

Extrication of victim(s) from building or structure, such as a building collapse. Excludes high-angle rescue (356).

Extrication of victim(s) from vehicle. Includes rescues from vehicles hanging off a bridge or cliff.

Removal of victim(s) from stalled elevator.

Trench/below-grade rescue.

Confined space rescue. Includes rescues from the interiors of tanks, including areas with potential for hazardous atmospheres such as silos, wells, and tunnels.

High-angle rescue. Includes rope rescue and rescues off of structures.

Extrication of victim(s) from machinery. Includes extrication from farm or industrial equipment.

Extrication, rescue, other.

Water and ice-related rescue

Swimming /recreational water areas rescue. Includes pools and ponds. Excludes ice rescue (362).

Ice rescue. Includes only cases where victim is stranded on ice or has fallen through ice.

Swift-water rescue. Includes flash flood conditions.

Surf rescue.

Watercraft rescue. Excludes rescues near the shore and in swimming/recreational areas (361). Includes people falling overboard at a significant distance from land.

Water and ice-related rescue, other.

Electrical rescue

Electrocution or potential electrocution. Excludes people trapped by power lines (372).

Trapped by power lines. Includes people trapped by downed or dangling power lines or other energized electrical equipment.

Electrical rescue, other.

Rescue or EMS standby

Rescue or EMS standby for hazardous conditions. Excludes aircraft standby (462).

Rescue, emergency medical service (EMS) incident, other

Rescue and EMS incident, other.

Hazardous Condition (No Fire)

Combustible/flammable spills and leaks

Gasoline or other flammable liquid spill (flash point below 100 degrees F at standard temperature and pressure (Class I)).

Gas leak (natural gas or LPG). Excludes gas odors with no source found (671).

Oil or other combustible liquid spill (flash point at or above 100 degrees F at standard temperature and pressure (Class II or III)).

Combustible and flammable gas or liquid spills or leaks, other.

Chemical release, reaction, or toxic condition

Chemical hazard (no spill or leak). Includes the potential for spills or leaks.

Chemical spill or leak. Includes unstable, reactive, explosive material.

Refrigeration leak. Includes ammonia.

Carbon monoxide incident. Excludes incidents with nothing found (736 or 746).

Toxic chemical condition, other.

Radioactive condition

Radiation leak, radioactive material. Includes release of
radiation due to breaching of container or other accidental release.

430 Radioactive condition, other.

Electrical wiring/equipment problem

441 Heat from short circuit (wiring), defective or worn insulation.
442 Overheated motor or wiring.
443 Breakdown of light ballast.
444 Power line down. Excludes people trapped by downed power lines (372).
445 Arcing, shorted electrical equipment.
440 Electrical wiring/equipment problem, other.

Biological hazard

451 Biological hazard, confirmed or suspected.

Accident, potential accident

461 Building or structure weakened or collapsed. Excludes incidents where people are trapped (351).
462 Aircraft standby. Includes routine standby for takeoff and landing as well as emergency alerts at airports.
463 Vehicle accident, general cleanup. Includes incidents where FD is dispatched after the accident to clear away debris. Excludes extrication from vehicle (352) and flammable liquid spills (411 or 413).
460 Accident, potential accident, other.

Explosive, bomb removal

471 Explosive, bomb removal. Includes disarming, rendering safe, and disposing of bombs or suspected devices. Excludes bomb scare (721).

Attempted burning, illegal action

481 Attempt to burn. Includes situations in which incendiary devices fail to function.
482 Threat to burn. Includes verbal threats and persons threatening to set themselves on fire. Excludes an attempted burning (481).
480 Attempted burning, illegal action, other.

Hazardous condition, other

400 Hazardous condition (no fire), other.

Service Call

Person in distress

511 Lock-out. Includes efforts to remove keys from locked vehicles. Excludes lock-ins (331).
512 Ring or jewelry removal, without transport to hospital. Excludes persons injured (321).

510 Person in distress, other.

Water problem

521 Water (not people) evacuation. Includes the removal of water from basements. Excludes water rescues (360 series).
522 Water or steam leak. Includes open hydrant. Excludes overpressure ruptures (211).
520 Water problem, other.

Smoke, odor problem

531 Smoke or odor removal. Excludes the removal of any hazardous materials.

Animal problem or rescue

541 Animal problem. Includes persons trapped by an animal or an animal on the loose.
542 Animal rescue.
540 Animal problem or rescue, other.

Public service assistance

551 Assist police or other governmental agency. Includes forcible entry and the provision of lighting.
552 Police matter. Includes incidents where FD is called to a scene that should be handled by the police.
553 Public service. Excludes service to governmental agencies (551 or 552).
554 Assist invalid. Includes incidents where the invalid calls the FD for routine help, such as assisting a person in returning to bed or chair, with no transport or medical treatment given.

555 Defective elevator, no occupants.

550 Public service assistance, other.

Unauthorized burning

56 Unauthorized burning. Includes fires that are under control and not endangering property.

Cover assignment, standby at fire station, move-up

571 Cover assignment, assist other fire agency such as standby at a fire station or move-up.

Service call, other

500 Service call, other.

Good Intent Call

Dispatched and canceled en route

611 Dispatched and canceled en route. Incident cleared or canceled prior to arrival of the responding unit. If a unit arrives on the scene, fill out the applicable code.

Wrong location, no emergency found

621 Wrong location. Excludes malicious false alarms (710 series).

622 No incident found on arrival at dispatch address.

Controlled burning

631 Authorized controlled burning. Includes fires that are agricultural in nature and managed by the property owner. Excludes unauthorized controlled burning (561) and prescribed fires (632).

632 Prescribed fire. Includes fires ignited by management actions to meet specific objectives and have a written, approved prescribed fire plan prior to ignition. Excludes authorized controlled burning (631).

Vicinity alarm

641 Vicinity alarm (incident in other location). For use only when an erroneous report is received for a legitimate incident. Includes separate locations reported for an actual fire and multiple boxes pulled for one fire.

Steam, other gas mistaken for smoke

651 Smoke scare, odor of smoke, not steam (652). Excludes gas scares or odors of gas (671).

652 Steam, vapor, fog, or dust thought to be smoke.

653 Smoke from barbecue or tar kettle (no hostile fire).

650 Steam, other gas mistaken for smoke, other.

EMS call where party has been transported

661 EMS call where injured party has been transported by a non-fire service agency or left the scene prior to arrival.

HazMat release investigation w/no HazMat found

671 Hazardous material release investigation with no hazardous condition found. Includes odor of gas with no leak/gas found.

672 Biological hazard investigation with no hazardous condition found.

Good intent call, other

600 Good intent call, other.

False Alarm and False Call

Malicious, mischievous false alarm

711 Municipal alarm system, malicious false alarm. Includes alarms transmitted on street fire alarm boxes.
712 Direct tie to fire department, malicious false alarm. Includes malicious alarms transmitted via fire alarm system directly tied to the fire department, not via dialed telephone.

713 Telephone, malicious false alarm. Includes false alarms transmitted via the public telephone network using the local emergency reporting number of the fire department or another emergency service agency.

714 Central station, malicious false alarm. Includes malicious false alarms via a central-station-monitored fire alarm system.

715 Local alarm system, malicious false alarm. Includes malicious false alarms reported via telephone or other means as a result of activation of a local fire alarm system.

710 Malicious, mischievous false alarm, other.

**Bomb scare**

721 Bomb scare (no bomb).

**System or detector malfunction.** Includes improper performance of fire alarm system that is not a result of a proper system response to environmental stimuli such as smoke or high heat conditions.

731 Sprinkler activated due to the failure or malfunction of the sprinkler system. Includes any failure of sprinkler equipment that leads to sprinkler activation with no fire present. Excludes unintentional operation caused by damage to the sprinkler system (740 series).

732 Extinguishing system activation due to malfunction.

733 Smoke detector activation due to malfunction.

734 Heat detector activation due to malfunction.

735 Alarm system activation due to malfunction.

736 Carbon monoxide detector activation due to malfunction.

730 System or detector malfunction, other.

**Unintentional system or detector operation (no fire).** Includes tripping an interior device accidentally.

741 Sprinkler activation (no fire), unintentional. Includes testing the sprinkler system without fire department notification.

742 Extinguishing system activation. Includes testing the extinguishing system without fire department notification.

743 Smoke detector activation (no fire), unintentional. Includes proper system responses to environmental stimuli such as non-hostile smoke.

744 Detector activation (no fire), unintentional. A result of a proper system response to environmental stimuli such as high heat conditions.

745 Alarm system activation (no fire), unintentional.

746 Carbon monoxide detector activation (no carbon monoxide detected). Excludes carbon monoxide detector malfunction.

740 Unintentional transmission of alarm, other.

**Biohazard scare**

751 Biological hazard, malicious false report.

**False alarm and false call, other**

700 False alarm or false call, other.

**Severe Weather and Natural Disaster**

811 Earthquake assessment, no rescue or other service rendered.

812 Flood assessment. Excludes water rescue (360 series).

813 Wind storm. Includes tornado, hurricane, or cyclone assessment. No other service rendered.

814 Lightning strike (no fire). Includes investigation.

815 Severe weather or natural disaster standby.

800 Severe weather or natural disaster, other.
**Special Incident Type**

| 911 Citizen’s complaint. Includes reports of code or ordinance violation. |
| Citizen’s complaint |
| Special type of incident, other |
| 900 Special type of incident |

**Mutual Aide**

**-For Mutual/Automatic Aid Given-** Find the department you gave aid to under, “Their FDID,” and the department will populate when you click on that town. The Incident Number for the department aid was given to will need to be obtained if possible. Seven zeros (0’s) can be used to complete the report. If an incident number is available use that instead of 0’s. The rest of the report needs to be completed based on the Incident Type that your department did at the scene. Complete each form related to the incident type.

**-For Mutual/Automatic Aid Received-** Fill out the report that your department did at the scene. If you know the departments that helped with the scene, find their corresponding town under, “Their FDID”. Make sure to give each department that helped with aid to your department the fire report Incident Number for them to maintain their reports.

**-For Other Aid Given/ or Out of State Aid-** If out of State Aid was given, choose Other Aid Given, put in the State you gave Aid to in the box, “Their State” and if you have an incident number from that scene put in in the, “Their Incident Number,” box. The rest of the report will be just like any report, fill out the appropriate forms and sections based on the Incident Type. This will be for what your department did at the fire, to support the primary department.

**-Other Aid** that can be given includes: EMS, Police etc., and does not need to be a fire department, any other aid that was given will fall under this.

**Dates and Times**

- All dates and time are entered as numerals. The 24-hour clock is used. (For midnight use 0000.)

**Alarm Time-** The actual month, day, year, and time of day (hour, minute, and (optional in on-line entry) seconds) when the alarm was received by the fire department.

- The Alarm Date/Time is the same as the Alarm Date from above, unless the incident is an exposure and the exposure occurs on a subsequent day; (24 hour clock, that moves into the next day).
  - Enter the month, day, year (mm/dd/yyyy), and time to the nearest minute when the original alarm was received by the fire department.

**Arrival Time-** The actual month, day, year, and time of day when the first responding unit arrived at the incident scene. This element reflects the time spent traveling to the scene of the incident.
Enter the month, day, year (mm/dd/yyyy), and time that the first fire department unit arrived on the scene. If the date is the same as the Alarm date, check or mark the corresponding box; do not reenter the date.

**Controlled Time**- The actual month, day, year, and time of day when the fire is brought under control or the incident is stabilized and does not require additional emergency resources. “Controlled” is the time when the incident commander determines that the fire will not escape from its containment perimeter.

- This is a required field for all wildland fires.

-Time spent stabilizing a fire provides fire department management with the information needed to analyze the duration patterns of different types of fires.

-Enter the month, day, year (mm/dd/yyyy), and time that the incident was controlled. If the date is the same as the Alarm date, check or mark the corresponding box; do not reenter the date. However, if the incident extended (from the Alarm time to the Controlled time) through midnight, do not check or mark the box; instead, enter the corresponding date of the time the fire was “controlled”.

**Last Unit Cleared Time**- The actual month, day, year, and time of day when the last unit cleared the incident scene.

Enter the month, day, year (mm/dd/yyyy), and time that the last unit cleared the scene. If the date is the same as the Alarm date, check or mark the corresponding box; do not reenter the date. However, if the incident extended (from the Alarm time to the Last Unit Cleared time) through midnight, do not check or mark the box; instead, enter the date corresponding date of when the fire was cleared, and the department left the scene.

**ACTION TAKEN CODES**

-The duties performed at the incident scene by the responding fire department personnel. What the department did at the fire.

-Enter the for *most significant* action taken by the fire department at the scene use the code with the lowest numerical value to describe the action taken.

**Fire Control or Extinguishment**

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<th>Description</th>
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<td>Extinguishment by fire service personnel.</td>
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<td>12</td>
<td>Salvage and overhaul.</td>
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<td>13</td>
<td>Establish fire lines around wildfire perimeter. Includes clearing firebreaks using direct, indirect, and burnout tactics as appropriate.</td>
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<td>14</td>
<td>Contain fire (wildland). Includes taking suppression action that can reasonably be expected to check the fire spread under prevailing and predicted conditions.</td>
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<td>15</td>
<td>Confine fire (wildland). Includes when fire crews or resources stop the forward progress of a fire but have not put in all control lines.</td>
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16 Control fire (wildland). Includes when fire crews or resources completely surround the fire perimeter with control lines; extinguish any spot fires; burn any area adjacent to the fire side of the control lines; and cool down all hot spots that are immediate threats to the control line, until the lines can reasonably be expected to hold under foreseeable conditions.

17 Manage prescribed fire (wildland).

10 Fire control or extinguishment, other.

**Search and Rescue**

21 Search for lost or missing person. Includes animals.

22 Rescue, remove from harm. Excludes vehicle extrication (23).

23 Extrication or disentangling of a person. Excludes body recovery (24).

24 Recover body or body parts.

20 Search and rescue, other.

**EMS and Transport**

31 Provide first aid and check for injuries. Medical evaluation of patient.

32 Provide basic life support (BLS).

33 Provide advanced life support (ALS).

34 Transport of person from scene in fire service ambulance or apparatus.

30 Emergency medical services, other.

**Hazardous Condition**

40 Hazardous condition, other.

**Fires, Rescues, and Hazardous Conditions**


52 Forcible entry, performed by fire service. Includes support to law enforcement.

53 Evacuate area. Removal of civilians from an area determined to be hazardous. Includes actions taken to isolate the contaminated area and/or evacuate those persons affected by a hazardous materials release or potential release.
54 Determine if the materials released are nonhazardous through product identification and environmental monitoring.
55 Establish safe area. Includes isolating the area affected by denying entry to unprotected persons and establishing hazard control zones (hot, warm, cold).
56 Provide air supply.
57 Provide light or electrical power.
58 Operate apparatus or vehicle.
59 Fires, rescues, and hazardous conditions, other.

**Systems and Services**

61 Restore municipal services. Includes turning water back on and notifying the gas company to turn the gas on.
62 Restore sprinkler or fire protection system.
63 Restore fire alarm system. Includes restoring fire alarm systems monitored by the fire service.
64 Shut down system. Includes shutting down water, gas, and fire alarm systems.
65 Secure property. Includes property conservation activities such as covering broken windows or holes in roofs.
66 Remove water or control flooding condition.
60 Systems and services, other.

**Assistance**

71 Assist physically disabled. Includes providing nonmedical assistance to physically disabled, handicapped, or elderly citizens.
72 Assist animal. Includes animal rescue, extrication, removal, or transport.
73 Provide manpower. Includes providing manpower to assist rescue/ambulance units lift patients or providing manpower to assist police.
74 Provide apparatus.
75 Provide equipment, where equipment is used by another agency.
76 Provide water. Includes tanker shuttle operations and pumping in a relay or from a water source. Excludes normal fire suppression operations.
77 Control crowd. Includes restricting pedestrian access to an area. Excludes control of vehicles (78).
78 Control traffic. Includes setting up barricades and directing traffic.
79 Assess damage from severe weather or the results of a natural disaster.
70 Assistance, other.

**Information, Investigation, and Enforcement**

81 Incident command. Includes providing support to incident command activities.
82 Notify other agencies. Includes notifications of utility companies, property owners, and the like.
83 Provide information to the public or media.
84 Refer to proper authority. Includes turnover of incidents to other authorities or agencies such as the police.
85 Enforce fire code and other codes. Includes response to public complaints and abatement of code violations.
86 Investigate. Includes investigations done on arrival to determine the situation and post incident investigations; and collecting incident information for incident reporting purposes.
87 Investigate. Fire out on arrival.
80 Information, investigation, and enforcement, other.

**Fill-in, Standby**

91 Fill in, move up to another fire station.
92 Standby.
93 Canceled en route.
00 Actions taken, other.
90 Fill-in, standby, other
Resources

- The total of fire department personnel and apparatus (suppression, EMS, other) that responded to the incident.

- Enter the total number of fire department personnel and apparatus that responded to the incident for the Suppression, EMS, and Other fields.

- Fill in 0s in the boxes that do not have any resources to count.

- Chief officer vehicles and privately owned vehicles should be counted as “Other.” The personnel arriving in these vehicles should be counted according to their primary assignment at the incident.

- If resources counts are included as aid received resources, check the box.

Estimated Dollar Losses and Values

- An estimate of the total property and contents dollar loss and the pre-incident value of the property and contents.

- Losses: Use a rough estimation of the total loss to the structure and the contents. This estimation can be from any fire loss including: contents damaged by fire, smoke, water, and overhaul.

- Pre-incident Value: A rough estimation of the replacement cost of the structure and contents before the incident.

Estimated Dollar Loss needs to be put in if you can. Note: This is only an Estimate and can be changed at any point if more accurate information becomes available. Please use your best guess, for these reports that should be good enough. As better estimates become available, those numbers can be updated. Just find the corresponding incident number, and go in and update the values. This updated report will show in the Fire Marshals list of updated reports.

- Enter the best estimates of dollar losses. Monetary losses should be estimated as accurately as possible, though it is understood that the estimates may be rough approximations. In making this entry, use only whole dollars; do not include cents.

- If there is no loss or no pre-incident value, check the box that says no property or contents loss, or no pre-incident property or contents losses.
Casualties

Enter the number of casualties accordingly. If any casualties are entered in, either a Civilian Casualty Form or a Fire Casualty Form will have to be filled out.

-Fire Service Deaths: Enter the number of fire service personnel from your department who died in connection with this incident regardless of incident type. A Fire Service Casualty form must be completed for each individual counted here.

-Fire Service Injuries: Enter the number of fire service personnel from your department who were injured (but did not die) in connection with this incident regardless of incident type. A Fire Service Casualty form must be completed for each individual counted here.

-Civilian Deaths: Enter the number of civilians or non-fire department personnel who died in connection with this incident. The Civilian Casualty Form must be filled out for each individual counted here.

-Civilian Injuries: Enter the number of civilians or non-fire department personnel who were injured (but did not die) in connection with this incident. The Civilian Casualty Form must be filled out for each individual counted here.

Enter in 0s in the boxes if there are no casualties to report.

Detector- The presence in the general area of fire origin of one or more detectors that was within the operational range of the detector(s) at the time of an incident.

-This is required for all confined fires Incident Type codes 113–118

-In the drop down box, choose which code identifies the actions of the detector

DETECTOR CODES

1 Detector alerted occupants.
2 Detector did not alert occupants.
U Unknown.

Hazardous Materials Release- The occurrence and nature of a hazardous material release at the incident.

-This section provides information on whether or not hazardous materials were released at the incident and what the materials were.

-Check the box pertaining to the incident if Hazardous Materials were release, if no hazardous materials were involved or released check the 00-None.
HAZARDOUS MATERIALS RELEASE CODES

00 None
1 Natural gas, slow leak, no evacuation or HazMat actions taken.
2 Propane gas, < 21-pound tank (as in home BBQ grill).
3 Gasoline, vehicle fuel tank or portable container.
4 Kerosene, fuel-burning equipment or portable storage container.
5 Diesel fuel or fuel oil, vehicle fuel tank or portable storage container.
6 Household/office solvent or chemical spill. Cleanup only.
7 Motor oil from engine or portable container.
8 Paint from paint cans less than 55 gallons.

MIXED USE PROPERTY CODES- The overall use of a property, used for properties that have two or more locations or more than one use.

-If the property is of mixed use, check the overall use of the property where the incident occurred. Check or mark the appropriate box even if the incident did not involve the entire location. If it is not a mixed use property, check or mark the Not Mixed box.

NN Not mixed use. Incident property consists of a single use.
10 Assembly use. Places for the gathering of people for amusement, recreation, social, religious, civic, patriotic, travel, and similar purposes. The occupants are present voluntarily and for a limited duration.
20 Educational use. Properties used for the gathering of groups of persons for purposes of instruction. These occupancies differ from assembly occupancies in that persons are present regularly and under some control or discipline.
33 Medical use. Properties dedicated to health care, including hospitals, treatment centers, clinics, and doctor's office buildings. Medical complexes include facilities for psychological and physical care.
40 Residential use. A property in which sleeping accommodations are furnished. Accommodations may be permanent, as in an apartment; transient, as in a hotel; or temporary, as in a dormitory or barracks.
51 Row of stores. Includes strip malls. Excludes enclosed malls (53).
53 Enclosed mall. A shopping center with multiple stores sharing a common, enclosed area. The principal use is for retail trade, with incidental other uses such as office and business. Excludes strip malls (51).
58 Business and residential properties containing a mixture of commercial activity with residential uses. Includes mixed-use developments and apartments with first-floor retailing.
59 Office use. Office properties are those used primarily for the transaction of business and the keeping of records. Includes those with incidental retail sales or eating establishments.
60 Industrial use. Properties characterized by the mechanical, chemical, or electromagnetic transformation of inorganic or organic substances into new products via machinery or by hand. Includes the assembly of component parts to produce finished or intermediate goods for further processing.
63 Military use. Any property under the regular control of the U.S. military or authorized state militias. Includes military bases, training centers, armories, and related facilities.
65 Farm use. Included are croplands, orchards, and livestock production.
00 Other mixed use
Property Use - This entry refers to the actual use of the property where the incident occurred, not the overall use of mixed use properties. The intent of this entry is to specify the property use, not the configuration of the building or other details of the property.

- In the pull down box, find the corresponding property to the incident. If no property was involved, find the None box.

- If the property is a structure that is under construction, select the use for which it will be used. This is not applicable to construction site incidents (code 981). If the structure is vacant or being demolished, select its last significant use.

- Property that is mobile or in transit is reported separately, and the property it is located on at that time it is reported. If the mobile property is not in transit, indicate its current location.

-Mobile homes. Use code 419 for mobile homes used primarily as fixed residences.

- If the Property type code falls between 500 and 800, the On-Site Material section 1 must be filled out on the fire form for relevant incidents. If more than one material were on site they can be filled in on the fire form, but are not required.

PROPERTY USE CODES

Assembly

111 Bowling establishment.
112 Billiard center, pool hall.
113 Electronic amusement center. Includes video arcades and the like.
114 Ice rink. Includes indoor or outdoor facilities for use exclusively as ice rinks. Excludes combination ice rinks/basketball or other uses (123).
115 Roller rink. Includes indoor or outdoor facilities for use exclusively as roller skating rinks or skateboards parks. Excludes facilities with multiple uses (123).
116 Swimming facility. Includes indoor or outdoor swimming pools, related cabanas, bathhouses, and equipment locations.
110 Fixed-use recreation places, other. Includes miniature golf courses, driving, and batting ranges.
121 Ballroom, gymnasium. Includes dance halls, basketball courts, indoor running tracks.
122 Convention center, exhibit hall. Includes large open hall without fixed seating, such as convention center, exhibit hall, armory hall, and field house.
123 Stadium, arena. Includes fixed seating in large areas, such as ballpark, football stadium, grandstand, and race track.
124 Playground or outdoor area with fixed recreational equipment.
129 Amusement center, indoor/outdoor. Includes carnivals, circuses. Excludes video arcades (113).
120 Variable-use amusement, recreation places, other.
131 Church, mosque. Includes synagogues, temples, chapels, religious educational facilities, and church halls.
134 Funeral parlor. Includes crematoriums, mortuaries, morgues, and mausoleums.
130 Places of worship, funeral parlors, other.
141 Athletic or health club. Includes YMCA or YWCA, lodge, swimming,
and baths. If sleeping facilities are included, use (449).

142 Clubhouse associated with country club that includes golf, tennis, hunting, fishing, and riding activities.

143 Yacht club. Includes boating and yacht club facilities. Excludes marinas, boat mooring facilities (898); boat repair/refueling facilities (571); or boat sales, services, and repairs (579).

144 Casino, gambling clubs. Includes bingo halls. Use only where primary use is for gambling.

140 Clubs, other.

151 Library.

152 Museum. Includes art galleries, planetariums, and aquariums.

154 Memorial structure. Includes monuments and statues.

155 Courthouse. Includes courtrooms.

150 Public or government, other.

161 Restaurant or cafeteria. Places specializing in on-premises consumption of food. Includes carryout and drive-through restaurants.

162 Bar, nightclub, saloon, tavern, pub.

160 Eating, drinking places, other.

171 Airport passenger terminal. Includes heliports.

173 Bus station.

174 Rapid transit station. Includes subway stations, rail stations, light rail stations, monorail stations, and the like.

170 Passenger terminal, other.

181 Live performance theater.

182 Auditorium, concert hall.

183 Movie theater. Includes facilities designed exclusively for showing motion pictures.

185 Radio, television studio.

186 Film/movie production studio. For film processing facilities, use (700). On the Fire Module, use Onsite Materials (714).

180 Studio, theater, other.

100 Assembly, other.

Educational

210 Schools, non-adult, other.

211 Preschool, not in same facility with other grades. Includes nursery schools. Excludes kindergartens (213) and daycare facilities (254, 255).

213 Elementary school. Includes kindergarten.

215 High school, junior high, middle school.

241 Adult education center, college classroom. Includes any building containing adult education classrooms. The building may include other uses incidental to teaching.

254 Day care in commercial property.

255 Day care in residence, licensed.

256 Day care in residence, unlicensed.

200 Educational, other.

Health Care, Detention, and Correction

311 Nursing homes licensed by the state, providing 24-hour nursing care for four or more persons.

321 Mental retardation/development disability facility that houses, on a 24-hour basis, four or more persons.

322 Alcohol or substance abuse recovery center where four or more persons who are incapable of self-preservation are housed on a 24-hour basis.

323 Asylum, mental institution. Includes facilities for the criminally insane. Must include sleeping facilities.

331 Hospital: medical, pediatrics, psychiatric. Includes hospital-type infirmaries and specialty hospitals where treatment is provided on a 24-hour basis.

332 Hospices. Includes facilities where the care and treatment of the terminally ill is provided on a 24-hour basis.

341 Clinic, clinic-type infirmary. Includes ambulatory care facilities. Excludes facilities that provide overnight care (331).

342 Doctor, dentist, or oral surgeon office.

343 Hemodialysis unit, free standing, not a part of a hospital.

340 Clinics, doctors’ offices, hemodialysis centers, other.
361 Jail, prison (not juvenile). Excludes police stations (365) or courthouses (153) where a jail is part of the facility. 363 Reformatory, juvenile detention center. 365 Police station. 300 Health care, detention, and correction, other. Includes animal care.

**Residential**


**Mercantile, Business**

511 Convenience store. Excludes service stations with associated convenience stores (571). 519 Food and beverage sales, grocery store. Includes supermarkets, specialty food stores, liquor stores, dairy stores, and delicatessens. 529 Textile, wearing apparel sales. Includes clothing, shoes, tailor furs, and dry goods shops. 539 Household goods, sales, repairs. Includes furniture, appliances, hardware, paint, wallpaper, music, and video stores. 549 Specialty shop. Sale of materials commonly used in the home, such as books, stationery, newspapers, tobacco, licit drugs, jewelry, leather goods, flowers, optical goods. Excludes liquor stores (519). 557 Personal service. Includes barber and beauty shops. 559 Recreational stores. Includes hobby supply, sporting goods, toy, pet, photographic supply, garden supply, lumber, and fireworks stores and sales. 564 Laundry, dry cleaning. Includes self-service facilities. 569 Professional supplies, services. Includes art supply, home maintenance service, and linen supply firms. 571 Service station, gas station. Includes LP-gas stations with associated convenience stores and boat refueling stations. Excludes vehicle sales (579). 579 Motor vehicle or boat sales, services, repair. Includes facilities that have incidental fuel dispensing. 581 Department or discount store. Includes stores selling a wide range of items that cannot readily be classified, such as mall kiosks, drug stores, and discount buying club stores that require memberships. 580 General retail, other. 592 Bank. Includes ATM kiosks when not part of another structure. 593 Office: veterinary or research. Excludes laboratories (629). 596 Post office or mailing firms. 599 Business office. Includes engineering, architectural, and technical offices. Excludes military offices (631). 500 Mercantile, business, other.

**Industrial, Utility, Defense, Agriculture, Mining**

614 Steam- or heat-generating plant. 615 Electric-generating plant, regardless of fuel source. Includes power generation for public or private use, power generation for rail transport, and nuclear power plants that generate electrical power. 610 Energy production plant, other.
629 Laboratory or science laboratory. Includes chemical, medical, biological, physical materials testing, psychological, electronics, and general research laboratories. Also includes classrooms and offices incidental to laboratory facilities. Minor laboratory areas incidental to operations in another property should be considered part of the predominate property. 631 Defense, military installation. 635 Computer center. Includes computer laboratories. 639 Communications center. Includes radio, TV, and telecommunication facilities. 642 Electrical distribution. Includes electrical substations, transformers, and utility poles. 644 Gas distribution, gas pipeline. 645 Flammable liquid distribution system, flammable liquid pipeline. 647 Water utility. Includes collection, treatment, storage, and distribution of water. 648 Sanitation utility. Includes incinerators and industrial rubbish burners. Excludes dumps and landfills. 640 Utility or distribution system, other. 655 Crops or orchard. Includes plant nurseries and greenhouses as well as the processing or packaging of agricultural crops or fruit that occurs on the property. 659 Livestock production. Includes milking facilities, poultry and egg production, and fish hatcheries. Excludes crops or orchard (655), meat, and milk processing plants. 669 Forest, timberland, woodland. Includes standing timber without logging operations; wildlife preserves; timber tracts where planting, replanting, and conservation of forests are conducted; and areas where uncultivated materials such as wild rubber, barks, and roots are gathered. Also includes facilities for extracting, concentrating, and distilling of such materials when the facilities are located within the forest. Excludes grasslands and brush (931). 679 Mine, quarry. Mining and quarrying of raw and natural materials. Includes underground and surface mines, gravel pits, oil wells, coal mines, ore mines, salt mines, chemical mines, stone and gravel quarries, mineral mines, peat mines, natural gas wells, and the like. 600 Industrial, utility, defense, agriculture, mining, other. 700 Manufacturing, Processing 700 Manufacturing, processing. Properties where there is mechanical or chemical transformation of inorganic or organic substances into new products. Includes factories making products of all kinds and properties devoted to operations such as processing, assemblies, mixing, packing, finishing or decorating, and repairing. Storage 807 Outside material storage area. 808 Outbuilding or shed. Includes tool and contractor sheds. Excludes contractor field offices (599). 816 Grain elevator, silo. 819 Livestock, poultry storage. Includes barns, stockyards, and animal pens. 839 Refrigerated storage. Includes storage lockers. 849 Outside storage tank. 880 Vehicle storage, other. Includes airplane and boat hangars. Excludes parking garages (881, 882). 881 Parking garage, detached residential garage. Includes detached parking structures associated with multifamily housing. If the garage is attached to the residence, use the (400) series. 882 Parking garage, general vehicle. Includes bus, truck, fleet, or commercial parking structures. 888 Fire station. 891 Warehouse. Includes all general storage facilities. Excludes refrigerated storage (839).
Dock, marina, pier, wharf. Includes associated passenger facilities.

Residential storage or self-storage units. Includes mini-storage units.

Storage, other.

**Outside or Special Property**

Dump, sanitary landfill. Includes recycling collection points.

Bridge, trestle.

Tunnel.

Outbuilding, protective shelter. Includes toll booths, weather shelters, mailboxes, telephone booths, privies, charitable collection boxes, and aerial tramways. Excludes parking garages.

Open land or field. Includes grasslands and brushlands. Excludes crops or areas under cultivation.

Campsite with utilities. Includes parks for camping trailers or recreational vehicles.

Vacant lot. Undeveloped land, not paved, may include incidental intended plant growth or building materials or debris.

Beach.

Graded and cared-for plots of land. Includes parks, cemeteries, golf courses, and residential yards.

Open ocean, sea, or tidal waters. Includes ports. Excludes piers and wharves (898).

Lake, river, stream.

Water area, other.

Railroad right-of-way. Includes light rail or rapid transit when their right-of-way usage is exclusive (i.e., not part of the street).

Railroad yard, switch or classification area.

Highway or divided highway. Includes limited-access highways with few intersections or at grade crossings.

Residential street, road, or residential driveway.

Street or road in commercial area.

Vehicle parking area. Excludes parking garages (882). Includes paved nonresidential driveways.

Street, other.

Aircraft runway.

Aircraft taxiway.

Aircraft loading area.

Construction site.

Oil or gas field.

Pipeline, power line, or other utility right-of-way.

Industrial plant yard area, not outdoor storage.

Outside or special property, other.

Property use, other.

None.

Undetermined.

**Owner Information**

Identify any owners or occupants involved in the incident.

If a business is involved identify the full name of the company or agency occupying, managing, or leasing the property where the incident occurred.

Use the full name of the company or agency occupying the property where the incident occurred. This may or may not be the same as the owner.

Include a telephone number if it is available, use the full number, area code and numbers.

For names use the full name of the person as normally written. Use this format: prefix, first name, middle initial, last name, and suffix. If the name is unknown, several available
resources may be checked for this information, such as street directory publications, utility company records, or other public agencies. Leave blank if unknown.

If an address is available use it, put in the complete full address. Add in any P.O. Box Numbers, Apartment number/letters, suites, or room number information. Add in the City, State and Zip code for the owner/occupants address information.

- Once the Basic Form is complete, hit save/ continue and you will move on to one of these next forms. Complete/ Fire Form/ Wildland Fire Form depending on the Incident Type code you used. If you go to the Complete page, enter any additional comments that need to be entered, and hit submit, to complete and summit the fire report.

**B. Fire Form**

**Property Details**- Collects details about the specific property involved.

- Estimated Number of Residential Living Units in building of origin, whether or not all units became involved.
- The estimated total number of residential living units in the building of origin, whether or not all of the units became involved in the fire.

- If the fire did not occur in a residential property, check or mark the Not Residential box.

- Use these as a reference on how to classify residential living units.

  - **One- and two-family dwelling**: Enter 1 or 2 as appropriate.
  - **Apartment buildings, condominiums, townhouses, and row houses**: Enter the number of separately owned or rented units in the building of origin.
  - **Hotels and motels**: Enter the number of lodging units in the building of origin.
  - **Dormitories, rooming houses, and live-in-care centers**: Enter the number of beds.

**Number of Buildings Involved**- The number of buildings directly involved in the fire. Each building involved in the fire should be documented as a separate exposure.

- Enter the total number of buildings involved in the fire. If the fire was confined to the building of origin, enter a “1.” If no buildings were involved, check or mark the Buildings Not Involved box.

**Number of Acres Burned (outside fires)**- The estimated number of acres burned in the fire incident.

- Enter the total number of acres burned in the fire. Most of this information will be taken care of on the Wildland form.
**On-Site Materials Or Product Codes**

**ON-SITE MATERIALS OR PRODUCTS CODES**

- Identifies any significant amounts of commercial, industrial, energy, or agricultural products or materials on the property, whether or not they became involved in the fire.
- If a Property Use in between 500 and 800 in the Basic Module, this field is required for the first set of materials involved. There may be more than one type of material and storage use to be documented. This field may also be useful for other property uses.

- Find the drop down code and descriptions for up to three of the most significant on-site materials or products, whether or not they became involved in the fire that refers to the incident. Find undetermined in the drop down box if the on-site material is unknown; if there is no on-site material, find the none in the dropdown box.
- For each material or product entered, find the best storage use for where the materials were best being stored, processed or manufactured, sold, or repaired or serviced on the property.

| Food, Beverages, Agriculture | 133 Hay, straw. | 220 Wearable products, other. |
| 134 Crop, not grain. | 135 Livestock. |
| 136 Pets. | 137 Pesticides. |
| 138 Fertilizer. | 130 Agriculture, other. |
| Food | 100 Foods, beverages, agriculture, other. |
| 111 Baked goods. | 240 Furnishings, other. |
| 112 Meat products. Includes poultry and fish. | 241 Furniture. |
| 113 Dairy products. | 242 Beds, mattresses. |
| 114 Produce, fruit, or vegetables. | 243 Clocks. |
| 115 Sugar, spices. | 244 Housewares. |
| 116 Deli products. | 245 Glass, ceramics, china, pottery, stoneware, earthenware. |
| 117 Cereals, grains; packaged. | 246 Silverware. |
| 118 Fat/cooking grease. Includes lard and animal fat. | 200 Personal and home products, other. |
| 110 Food, other. | 201 Personal and home products, other. |
| Beverages | 211 Curtains, drapes. |
| 212 Linens. | 213 Bedding. |
| 214 Cloth, yarn, dry goods. | 210 Fabrics, other. |
| 210 Beverages, other. | 216 Toiletries. |
| Agriculture | 217 Perfumes, colognes, cosmetics. |
| 131 Trees, plants, flowers. | 218 Toiletries. |
| 132 Feed, grain, seed. | 219 Toiletries. |
| 221 Clothes. | 222 Footwear. |
| 223 Eyeglasses. | 225 Perfumes, colognes, cosmetics. |
| 226 Toiletries. | 227 Toiletries. |
## Raw Materials

### Wood
- 311 Lumber, sawn wood.
- 312 Timber.
- 313 Cork.
- 314 Pulp
- 315 Sawdust, wood chips.
- 310 Wood, other.

### Fibers
- 321 Cotton.
- 322 Wool.
- 323 Silk.
- 320 Fibers, other.

### Animal skins
- 331 Leather.
- 332 Fur.
- 330 Animal skins, other.

### Other raw materials
- 341 Ore.
- 342 Rubber.
- 343 Plastics.
- 344 Fiberglass.
- 345 Salt.
- 300 Raw materials, other

### Paper Products, Rope

#### Paper products
- 411 Newspaper, magazines.
- 412 Books.
- 413 Greeting cards.
- 414 Paper, rolled
- 415 Cardboard.
- 416 Packaged paper products. Includes stationery.
- 417 Paper records or reports.
- 410 Paper products, other.

#### Rope, twine, cordage
- 421 Rope, twine, cordage.
- 400 Paper products, rope, other.

#### Flammables, Chemicals, Plastics

##### Flammables, combustible liquids
- 511 Gasoline, diesel fuel.
- 512 Flammable liquid. Excludes gasoline (511).
- 513 Combustible liquid. Includes heating oil. Excludes diesel fuel (511).
- 514 Motor oil.
- 515 Heavy oils, grease, non-cooking related.
- 516 Asphalt.
- 517 Adhesive, resin, tar.
- 510 Flammables, combustible liquids, other.

##### Flammable gases
- 521 Natural gas.
- 522 LP gas, butane, propane.
- 523 Hydrogen gas.
- 520 Flammable gases, other.

##### Solid fuel, coal type
- 531 Charcoal.
- 532 Coal.
- 533 Peat.
- 534 Coke.
- 530 Solid fuel, coal type, other.

##### Chemicals, drugs
- 541 Hazardous chemicals.
- 542 Nonhazardous chemicals.
- 543 Cleaning supplies.
- 544 Pharmaceuticals, drugs.
- 545 Illegal drugs.
- 540 Chemicals, drugs, other.

### Radioactive materials
- 551 Radioactive materials.

### Construction, Machinery, Metals

#### Machinery, tools
- 611 Industrial machinery.
- 612 Machine parts.
- 613 Tools (power and hand tools).
- 610 Machinery, tools, other.

#### Construction supplies
- 621 Hardware products.
- 622 Construction and home improvement products. Excludes pipes and fittings (623), electrical parts and supplies (626), insulation (627), lumber (311).
- 623 Pipes, fittings.
- 624 Stone-working materials.
- 625 Lighting fixtures and lamps.
- 626 Electrical parts, supplies, equipment. Excludes light fixtures (625).
- 627 Insulation.
- 628 Abrasives. Includes sandpaper and grinding materials.
- 629 Fencing, fence supplies.
620 Construction supplies, other.

**Floor and wall coverings**

631 Carpets, rugs.
632 Linoleum, tile.
633 Ceramic tile.
634 Wallpaper.
635 Paint.
630 Floor and wall coverings, other.

**Metal products**

641 Steel, iron products.
642 Nonferrous metal products. Includes aluminum products (no combustible metals).
643 Combustible metal products. Includes magnesium and titanium.
640 Metal products, other.

600 Construction, machinery, metals, other.

**Appliances, Electronics, Medical, Laboratory**

**Appliances, electronics**

711 Appliances. Includes refrigerators, stoves, irons.
712 Electronic parts, supplies, equipment. Includes components such as circuit boards, radios, computers.
713 Electronic media. Includes diskettes, CD-ROMs, recorded music.
714 Photographic equipment, supplies, materials. Includes cameras, film. Excludes digital electronic cameras (712) and electronic storage media (713).

710 Appliances, electronics, other.

**Medical, laboratory products**

721 Dental supplies.
722 Medical supplies. Includes surgical products.
723 Optical products.
724 Veterinary supplies.
725 Laboratory supplies.
720 Medical, laboratory products, other.

700 Appliances, electronics, medical, laboratory, other.

**Vehicles, Vehicle Parts**

**Motor vehicles and parts**

811 Autos, trucks, buses, recreational vehicles, riding mowers, farm vehicles.
812 Construction vehicles.
813 Motor vehicle parts. Excludes tires (814).
814 Tires.
810 Motor vehicles and parts, other.

**Watercraft**

821 Boats, ships.
820 Watercraft, other.

**Aircraft**

830 Aircraft, other.
831 Planes, airplanes.
832 Helicopters.

**Rail**

841 Trains, light rail, rapid transit cars.
842 Rail equipment.

840 Rail, other.

**Non-motorized vehicles**

851 Bicycles, tricycles, unicycles. Includes tandem bicycles.
850 Non-motorized vehicles, other.

**Other Products**

**Containers, packing materials**

911 Bottles, barrels, boxes.
912 Packing material.
913 Pallets.
910 Containers, packing materials, other.

921 Antiques.
922 Collectibles.
923 Used merchandise.
920 Previously owned products, other.

**Previously owned products**

**Ordnance, explosives, fireworks**

931 Guns.
932 Ammunition.
933 Explosives
934 Fireworks, commercially made.
935 Rockets, missiles.
930 Ordnance, explosives, fireworks, other.

**Recreation, arts products**

941 Musical instruments.
942 Hobby, crafts. Excludes artwork (943).
943 Art supply/artwork. Includes finished works, paint, finishing materials.
ON-SITE MATERIAL STORAGE USE CODE

1 Bulk storage or warehousing.
2 Processing or manufacturing.
3 Packaged goods for sale.
4 Repair or service.
N None.
U Undetermined

Ignition

AREA OF FIRE ORIGIN CODES

-The primary use of the area where the fire started within the property.
-From the dropdown box find the code that determines the area of fire origin.
The area of fire origin is classified as the first area where ignition occurred.

Means of Egress

01 Hallway corridor, mall.
02 Exterior stairway.
Includes fire escapes, exterior ramps.
03 Interior stairway or ramp.
Includes interior ramps.
04 Escalator: exterior, interior.
05 Entranceway, lobby.
06 Egress/exit, other.

Assembly or Sales Areas

(Groups of People)

11 Arena, assembly area with fixed seats for 100 or more people. Includes auditoriums, chapels, places of worship.
12 Assembly area without fixed seats for 100 or more people. Includes ballrooms, bowling alleys, gymnasiuums, multiuse areas, roller or ice skating rinks.
13 Assembly area without fixed seats for less than 100 people. Includes meeting rooms, classrooms, multiuse areas.
14 Common room, den, family room, living room, lounge, music room, recreation room, sitting room.
15 Sales area, showroom.
Excludes display windows (56).
16 Art gallery, exhibit hall, library.
17 Swimming pool.
10 Assembly or sales areas, other.

Function Areas

21 Bedroom for less than five people. Includes jail or prison cells, lockups, patient rooms, sleeping areas.
22 Bedroom for more than five people. Includes barracks, dormitories, patient wards.
23 Dining room, cafeteria, bar area, beverage service
area, canteen area, lunchroom, mess hall. 
24 Cooking area, kitchen.
25 Bathroom, checkroom, lavatory, locker room, powder room, outhouse, portable toilet, sauna area.
26 Laundry area, wash house (laundry).
27 Office.
28 Personal service area. Includes barber/beauty salon area, exercise/health club, massage area.
20 Function areas, other.

**Technical Processing Areas**

31 Laboratory.
32 Dark room, photography area, printing area.
33 Treatment: first-aid area, surgery area (minor procedures).
34 Surgery area: major operations, operating room or theater, recovery room.
35 Computer room, control room or center, data processing center, electronic equipment area, telephone booth or area, radar room.
36 Stage area: performance, basketball court, boxing ring, dressing room (backstage), ice rink.
37 Projection room, spotlight area, stage light area.
38 Processing/ manufacturing area, workroom, assembly area.
30 Technical processing areas, other.

**Storage Areas**

41 Storage room, area, tank, bin. Includes all areas where products are held awaiting process, shipment, use, sale.
42 Closet.
43 Storage: supplies or tools. Includes dead storage, maintenance supply room, tool room, basement (unfinished).
44 Records storage room, storage vault.
45 Shipping/receiving area: loading area, dock or bay, mail room, packing area.
46 Chute/container: trash, rubbish, waste. Includes compactor and garbage areas. Excludes incinerators (64).
47 Vehicle storage area: garage, carport.
40 Storage areas, other.

**Service Areas**

51 Dumb waiter or elevator shaft.
52 Conduit, pipe, utility, or ventilation shaft.
53 Light shaft.
54 Chute. Includes laundry or mail chutes. Excludes trash chutes (46).
55 Duct. Includes HVAC, cable, exhaust.
56 Display window.
58 Conveyor.
50 Service areas, other.

**Service or Equipment Areas**

61 Machinery room or area. Includes elevator machinery room, engine room, head house, pump room, refrigeration room.
62 Heating room or area, water heater area.
63 Switchgear area, transformer vault.
64 Incinerator area.
65 Maintenance shop or area. Includes paint shop, repair shop, welding area, workshop.
66 Cell, test.
67 Enclosure, pressurized air.
68 Enclosure with enriched oxygen atmosphere.
60 Service or equipment areas, other.

**Structural Areas**

71 Substructure area or space, crawl space.
72 Exterior balcony, unenclosed porch. Excludes enclosed porches (93).
73 Ceiling and floor assembly, crawl space between stories.
74 Attic: vacant, crawl space above top story. Includes cupola, concealed roof/ceiling space, steeple.
75 Wall assembly, concealed wall space.
76 Wall surface, exterior.
77 Roof surface, exterior.
78 Awning.
70 Structural areas, other.

**Transportation, Vehicle Areas**

81 Operator/passenger area of transportation equipment.
82 Cargo/trunk area—all vehicles.
83 Engine area, running gear, wheel area.
84 Fuel tank, fuel line.
85 Separate operator/control area of transportation equipment. Includes bridges of ships, cockpit of planes. Excludes automobile, trucks, buses (81).
86 Exterior, exposed surface.
80 Vehicle areas, other.

Outside Areas
91 Railroad right-of-way: on or near.
92 Highway, parking lot, street: on or near.
93 Courtyard, patio, terrace. Includes screened-in porches. Excludes unenclosed porches (72).
94 Open area, outside. Includes farmland, fields, lawns, parks, vacant lots.

Outside Areas, Other
95 Wildland, woods.
96 Construction/renovation area.
97 Multiple areas.
98 Vacant structural area.
90 Outside areas, other.

Other Area of Fire Origin
00 Area of fire origin, other.
UU Undetermined

HEAT SOURCE CODES

Operating Equipment
11 Spark, ember, or flame from operating equipment.
12 Radiated or conducted heat from operating equipment.
13 Electrical arcing.
10 Heat from operating equipment, other.

Hot or Smoldering Object
41 Heat, spark from friction. Includes overheated tires.
42 Molten, hot material. Includes molten metal, hot forging, hot glass, hot metal fragment, brake shoe, hot box, and slag from arc welding operations.
43 Hot ember or ash. Includes hot coals, coke, and charcoal; and sparks or embers from a chimney that ignite the roof of the same structure. Excludes flying brand, embers, and sparks (83); and embers accidentally escaping from operating equipment (11).
40 Hot or smoldering object, other.

Explosives, Fireworks
51 Munitions. Includes bombs, ammunition, and military rockets.
53 Blasting agent, primer cord, black powder fuse. Includes fertilizing agents, ammonium nitrate, and sodium, potassium, or other chemical agents.
54 Fireworks. Includes sparklers, paper caps, party poppers, and firecrackers.
55 Model and amateur rockets.
56 Incendiary device. Includes Molotov cocktails and arson sets.
50 Explosive, fireworks, other.

Other Open Flame or Smoking Materials
61 Cigarette.
62 Pipe or cigar.
63 Heat from undetermined smoking material.
64 Match.
65 Lighter: cigarette lighter, cigar lighter.
66 Candle.
61 Discarded cigarette
67 Warning or road flare; fuses.
68 Backfire from internal combustion engine. Excludes flames and sparks from an exhaust system (11).
69 Flame/torch used for lighting. Includes gas light and gas-/liquid-fueled lantern.
60 Heat from open flame or smoking materials, other.

Chemical, Natural Heat Sources
71 Sunlight. Usually magnified through glass, bottles, etc.
72 Spontaneous combustion, chemical reaction.
73 Lightning discharge.
74 Other static discharge. Excludes electrical arcs (13) or sparks (11).
70 Chemical, natural heat sources, other.

**Heat Spread From Another Fire.**

81 Heat from direct flame, convection currents spreading from another fire.
82 Radiated heat from another fire. Excludes heat from exhaust systems of fuel-fired, fuel powered equipment (12).
83 Flying brand, ember, spark. Excludes embers, sparks from a chimney igniting the roof of the same structure (43).
84 Conducted heat from another fire.
80 Heat spread from another fire, other.

**Other Heat Sources**
97 Multiple heat sources, including multiple ignitions. If one type of heat source was primarily involved, use that classification.
00 Heat sources, other.
UU Undetermined.

**ITEM FIRST IGNITED CODES** - The first item ignited by the heat source.

**Structural Component, Finish**

10 Structural component or finish, other.

11 Exterior roof covering, surface, finish.
12 Exterior sidewall covering, surface, finish. Includes eaves.
13 Exterior trim, appurtenances. Includes doors, porches, and platforms.
14 Floor covering or rug/carpet/mat, surface.
15 Interior wall covering. Includes cloth wall coverings, wood paneling, and items permanently affixed to a wall or door. Excludes curtains and draperies (36) and decorations (42).
16 Interior ceiling covering or finish. Includes cloth permanently affixed to ceiling and acoustical tile.
17 Structural member or framing.
18 Thermal, acoustical insulation within wall, partition or floor/ceiling space. Includes fibers, base, boards, loose fills.

**Furniture, Utensils. Includes built-in furniture.**

21 Upholstered sofa, chair, vehicle seats.
22 Non-upholstered chair, bench.
23 Cabinetry. Includes filing cabinets, pianos, dressers, chests of drawers, desks, tables, and bookcases. Excludes TV sets, bottle warmers, and appliance housings (25).
24 Ironing board.
25 Appliance housing or casing.
26 Household utensils. Includes kitchen and cleaning utensils.
20 Furniture, utensils, other.

**Soft Goods, Wearing Apparel**

31 Mattress, pillow.
32 Bedding: blanket, sheet, comforter. Includes heating pads.
33 Linen, other than bedding. Includes towels and tablecloths.
34 Wearing apparel not on a person.
35 Wearing apparel on a person.
36 Curtain, blind, drapery, tapestry.
37 Goods not made up. Includes fabrics and yard goods.
38 Luggage.
30 Soft goods, wearing apparel, other.

**Adornment, Recreational Material, Signs**

41 Christmas tree.
42 Decoration.
43 Sign. Includes outdoor signs such as billboards.
44 Chips. Includes wood chips.
45 Toy, game.
46 Awning, canopy.
47 Tarpaulin, tent.
40 Adornment, recreational material, signs, other.
Storage Supplies

51 Box, carton, bag, basket, barrel. Includes wastebaskets.
52 Material being used to make a product. Includes raw materials used as input to a manufacturing or construction process. Excludes finished products.
53 Pallet, skid (empty). Excludes palletized stock (58).
54 Cord, rope, twine, yarn.
55 Packing, wrapping material.
56 Baled goods or material. Includes bale storage.
57 Bulk storage.
58 Palletized material, material stored on pallets.
59 Rolled, wound material. Includes rolled paper and fabrics.
50 Storage supplies, other.

Liquids, Piping, Filters

61 Atomized, vaporized liquid. Included are aerosols.
62 Flammable liquid/gas (fuel) in or escaping from combustion engines.
63 Flammable liquid/gas in or escaping from final container or pipe before engine or burner. Includes piping between the engine and the burner.
64 Flammable liquid/gas in or escaping from container or pipe. Excludes engines, burners, and their fuel systems.
65 Flammable liquid/gas, uncontained. Includes accelerants.
66 Pipe, duct, conduit, hose.
67 Pipe, duct, conduit, or hose covering. Includes insulating materials whether for acoustical or thermal purposes, and whether inside or outside the pipe, duct, conduit, or hose.
68 Filter. Includes evaporative cooler pads.
60 Liquids, piping, filters, other.

Organic Materials

71 Agricultural crop. Includes fruits and vegetables.
72 Light vegetation (not crop). Includes grass, leaves, needles, chaff, mulch, and compost.
73 Heavy vegetation (not crop). Includes trees and brush.
74 Animal, living or dead.
75 Human, living or dead.
76 Cooking materials. Includes edible materials for man or animal. Excludes cooking utensils (26).
77 Feathers or fur not on a bird or animal, but not processed into a product. 70 Organic materials, other.

General Materials

81 Electrical wire, cable insulation. Do not classify the insulation on the wiring as the item first ignited unless there were no other materials in the immediate area, such as might be found in a cable tray or electrical vault.
82 Transformer. Includes transformer fluids.
83 Conveyor belt, drive belt, V-belt.
84 Tire.
85 Railroad ties.
86 Fence, pole.
87 Fertilizer.
88 Pyrotechnics, explosives.

General Materials Continued

91 Book.
92 Magazine, newspaper, writing paper. Includes files.
93 Adhesive.
94 Dust, fiber, lint. Includes sawdust and excelsior.
95 Film, residue. Includes paint, resin, and chimney film or residue and other films and residues produced as a by-product of an operation.
96 Rubbish, trash, waste.
97 Oily rags.
99 Multiple items first ignited. Use only where there are multiple fires started at approximately the same time on the same property and more than one item was initially involved.

Other Items First Ignited

00 Item first ignited, other.
UU Undetermined.
- This field is only required, if the, Item First Ignited code falls in the range of 00-69.

- The composition of the material in the item first ignited by the heat source. The type of material ignited refers to the raw, common, or natural state of the material. The type of material ignited may be a gas, flammable liquid, chemical, plastic, wood, paper, fabric, or any number of other materials.

### Flammable Gas

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Natural gas. Includes methane and marsh gas.</td>
</tr>
<tr>
<td>12</td>
<td>LP gas. Includes butane, butane and air mixtures, and propane gas.</td>
</tr>
<tr>
<td>13</td>
<td>Anesthetic gas.</td>
</tr>
<tr>
<td>14</td>
<td>Acetylene gas</td>
</tr>
<tr>
<td>15</td>
<td>Hydrogen.</td>
</tr>
<tr>
<td>10</td>
<td>Flammable gas, other. Includes benzene, benzol, carbon disulfide, carbon monoxide, ethylene, ethylene oxide, and vinyl chloride.</td>
</tr>
</tbody>
</table>

### Flammable, Combustible Liquid

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>Ether, pentane-type flammable liquid. Includes all Class 1A flammable liquids.</td>
</tr>
<tr>
<td>22</td>
<td>JP–4 jet fuel and methyl-ethyl-ketone-type flammable liquid. Includes all Class 1B flammable liquids. Excludes gasoline (23).</td>
</tr>
<tr>
<td>23</td>
<td>Gasoline.</td>
</tr>
<tr>
<td>24</td>
<td>Turpentine, butyl-alcohol-type flammable liquid. Includes all Class IC flammable liquids.</td>
</tr>
<tr>
<td>25</td>
<td>Kerosene; Nos. 1 and 2 fuel oil; diesel-type combustible liquid. Includes all Class II combustible liquids.</td>
</tr>
</tbody>
</table>

### Volatile Solid or Chemical

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>26</td>
<td>Cottonseed oil; Nos. 4, 5, and 6 fuel oil; creosote-oil-type combustible liquid. Includes all Class IIIA combustible liquids.</td>
</tr>
<tr>
<td>27</td>
<td>Cooking oil, transformer oil, lubricating oil. Includes all Class IIIB combustible liquids.</td>
</tr>
<tr>
<td>28</td>
<td>Ethanol.</td>
</tr>
<tr>
<td>20</td>
<td>Flammable or combustible liquid, other.</td>
</tr>
</tbody>
</table>

### Plastics

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>41</td>
<td>Plastic, regardless of type. Excludes synthetic fibers, coated fabrics, plastic upholstery.</td>
</tr>
</tbody>
</table>

### Natural Product

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>51</td>
<td>Rubber, tire rubber. Excludes synthetic rubbers (classify as plastics (41)).</td>
</tr>
<tr>
<td>52</td>
<td>Cork.</td>
</tr>
<tr>
<td>53</td>
<td>Leather.</td>
</tr>
<tr>
<td>54</td>
<td>Hay, straw.</td>
</tr>
<tr>
<td>55</td>
<td>Grain, natural fiber. Includes cotton, feathers, felt, barley, corn, coconut. Excludes fabrics and furniture batting (71).</td>
</tr>
<tr>
<td>56</td>
<td>Coal, coke, briquettes, peat. Includes briquettes of carbon black and charcoal.</td>
</tr>
<tr>
<td>57</td>
<td>Food, starch. Includes flour. Excludes fat or grease (31).</td>
</tr>
<tr>
<td>58</td>
<td>Tobacco.</td>
</tr>
<tr>
<td>50</td>
<td>Natural product, other. Includes manure.</td>
</tr>
</tbody>
</table>

### Wood or Paper – Processed

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>61</td>
<td>Wood chips, sawdust, wood shavings.</td>
</tr>
<tr>
<td>62</td>
<td>Round timber. Includes round posts, poles, and piles.</td>
</tr>
<tr>
<td>63</td>
<td>Sawn wood. Includes all finished lumber and wood shingles.</td>
</tr>
</tbody>
</table>
64 Plywood.
65 Fiberboard, particleboard, and hardboard. Includes low density pressed wood fiberboard products.
66 Wood pulp, wood fiber.
67 Paper. Includes cellulose, waxed paper, sensitized paper, and ground-up processed paper and newsprint used as thermal insulation.
68 Cardboard.
60 Wood or paper, processed, other.

**Fabric, Textiles, Fur**

71 Fabric, fiber, cotton, blends, rayon, wool, finished goods. Includes yarn and canvas. Excludes fur and silk (74).
75 Wig.
76 Human hair.
70 Fabric, textiles, fur, other.

**Material Compounded With Oil**

81 Linoleum.
82 Oilcloth.
86 Asphalt-treated material. Excludes by-products of combustion, soot, carbon, creosote (34).
80 Material compounded with oil, other.

**Other Material**

99 Multiple types of material.
00 Type of material first ignited, other. UU Undetermined

---

**CAUSE OF IGNITION CODES**

-The general causal factor that resulted in a heat source igniting a combustible material, the result of a deliberate act, mechanical failure, or act of nature.

-This is the best determination of the firefighter at the scene and may be changed later as a result of further investigation or other information.

1 Intentional. Includes deliberate misuse of heat source or a fire of an incendiary nature.
2 Unintentional. Includes fires caused by careless, reckless, or accidental acts.
3 Failure of equipment or heat source. Includes mechanical problems.

4 Act of nature. Includes causes related to weather, earthquakes, floods, and animals.
5 Cause under investigation.
UU Cause undetermined after investigation

**FACTORS CONTRIBUTING TO IGNITION CODES**

-The contributing factors that allowed the heat source and combustible material to combine to ignite the fire.

-The first Factor Contributing to Ignition must be filled out, if there is another Factor Contributing to the Ignition put it in the (2) drop down box.

**Misuse of Material or Product**

11 Abandoned or discarded materials or products. Includes discarded cigarettes, cigars, tobacco embers, hot ashes, or other burning matter. Excludes outside fires left unattended.

12 Heat source too close to combustibles.
13 Cutting, welding too close to combustibles.
14 Flammable liquid or gas spilled. Excludes
Improper fueling technique (15) and release due to improper container (18).
Improper fueling technique. Includes overfueling, failure to ground. Excludes fuel spills (14) and using the improper fuel (27).

Flammable liquid used to kindle fire.

Washing part or material, painting with flammable liquid.

Improper container or storage procedure.
Includes gasoline in unimproved containers, gas containers stored at excessive temperature, and storage conditions that lead to spontaneous ignition.

Playing with heat source. Includes playing with matches, candles, and lighters and bringing combustibles into a heat source.

Misuse of material or product, other.

Mechanical Failure, Malfunction

Automatic control failure.
Manual control failure.
Leak or break. Includes leaks or breaks of containers or pipes. Excludes operational deficiencies and spill mishaps.
Worn out.
Backfire. Excludes fires originating as a result of hot catalytic converters.

Improper fuel used.
Includes the use of gasoline in a kerosene heater and the like.

Mechanical failure, malfunction, other.

Electrical Failure, Malfunction

Water-caused short-circuit arc.
Short-circuit arc from mechanical damage.
Short-circuit arc from defective, worn insulation.
Unspecified short-circuit arc.
Arc from faulty contact, broken conductor. Includes broken power lines and loose connections.
Arc, spark from operating equipment, switch, or electric fence.
Fluorescent light ballast.
Electrical failure, malfunction, other.

Design, Manufacturing, Installation Deficiency

Design deficiency.
Construction deficiency.
Installation deficiency.
Manufacturing deficiency.
Design, manufacturing, installation deficiency, other.

Operational Deficiency

Collision, knock down, run over, turn over. Includes automobiles and other vehicles.

Accidentally turned on, not turned off.
Equipment unattended.
Equipment overloaded.
Failure to clean. Includes lint and grease buildups in chimneys, stove pipes.
Improper startup/shutdown procedure.
Equipment not used for purpose intended. Excludes overloaded equipment (54).
Equipment not operated properly.
Operational deficiency, other.

Natural Condition

High wind.
Storm.
High water, including floods.
Earthquake.
Volcanic action.
Animal.
Natural condition, other.

Fire Spread or Control

Exposure fire.
Rekindle.
Outside/open fire for debris or waste disposal.
Outside/open fire for warming or cooking.
Agriculture or land management burns. Includes prescribed burns.
Fire spread or control, other.
Other Factors Contributing to Ignition

Factors contributing to ignition, other.

NN None.

UU Undetermined

HUMAN FACTORS CONTRIBUTING TO IGNITION CODES

-Human condition or situation that allowed the heat source and combustible material to combine to ignite the fire.

-Check the box that pertains to the Human Factor Contributing to the Ignition. If there is no Human Contributing Factor, check No.

-N None.
-N Asleep. Includes fires that result from a person falling asleep while smoking.
-N Possibly impaired by alcohol or drugs. Includes people who fall asleep or act recklessly or carelessly as a result of drugs or alcohol. Excludes people who simply fall asleep (1).
-N Unattended or unsupervised person. Includes “latch key” situations whether the person involved is young or old and situations where the person involved lacked supervision or care.
-N Possibly mentally disabled. Excludes impairments of a temporary nature such as those caused by drugs or alcohol (2).
-N Physically disabled.
-N Multiple persons involved. Includes gang activity.
-N Age was a factor.

Enter the age of the human factor if it is a factor and find the gender if that is relevant to the human factor of the fire.

EQUIPMENT TYPE/ INVOLVED IN IGNITION CODES

-Identifies the equipment where the heat of ignition originated, the power source that actually operated the equipment, and whether the equipment is normally stationary or is designed to move from location to location.

-The piece of equipment that provided the principal heat source to cause ignition.

**Heating, Ventilation, and Air Conditioning**

111 Air conditioner.
112 Heat pump.
113 Fan.
115 Ionizer.
116 Dehumidifier, portable.
117 Evaporative cooler, cooling tower.

121 Fireplace, masonry.
122 Fireplace, factory-built.
123 Fireplace, insert/stove.
124 Stove, heating.
125 Chimney connector, vent connector.
126 Chimney: brick, stone, masonry.
127 Chimney: metal. Includes stovepipes and flues.
120 Fireplace, chimney, other.

131 Furnace, local heating unit, built-in. Includes built-in humidifiers.
Excludes process furnaces, kilns (353).
132 Furnace, central heating unit. Includes built-in humidifiers.
Excludes process furnaces, kilns (353).
133 Boiler (power, process, heating).
141 Heater. Includes floor furnaces, wall heaters, and baseboard heaters.
Excludes catalytic heaters (142), oil-filled heaters (143), hot water heaters (152).

142 Heater, catalytic.
143 Heater, oil-filled.
Excludes kerosene heaters (141).

144 Heat lamp.
145 Heat tape.
151 Water heater. Includes sink-mounted instant hot water heaters and waterbed heaters.
100 Heating, ventilation, and air conditioning, other.

**Electrical Distribution, Lighting, and Power Transfer**

211 Electrical power (utility) line. Excludes wires from the utility pole to the structure.
212 Electrical service supply wires; wires from utility pole to meter box.
213 Electric meter, meter box.
214 Electrical wiring from meter box to circuit breaker board, fuse box, or panel board.
215 Panel board (fuse); switchboard, circuit breaker board with or without ground-fault interrupter
216 Electrical branch circuit. Includes armored (metallic) cable, nonmetallic sheathing, or wire in conduit.
217 Outlet, receptacle. Includes wall-type receptacles, electric dryer and stove receptacles.
218 Wall-type switch. Includes light switches.
219 Ground-fault interrupter (GFI), portable, plug-in.
210 Electrical wiring, other.
221 Transformer, distribution-type.
222 Overcurrent, disconnect equipment. Excludes panel boards.
223 Transformer, low-voltage (not more than 50 volts).
224 Generator.
225 Inverter.
226 Uninterrupted power supply (UPS).
227 Surge protector.
228 Battery charger, rectifier.
229 Battery. Includes all battery types.
231 Lamp: tabletop, floor, desk. Excludes halogen fixtures (235) and light bulbs (238).
232 Lantern, flashlight.
233 Incandescent lighting fixture.
234 Fluorescent lighting fixture, ballast.
235 Halogen lighting fixture or lamp.
236 Sodium, mercury vapor lighting fixture or lamp.
237 Portable or movable work light, trouble light.
238 Light bulb.
230 Lamp, lighting, other.
241 Night light.
242 Decorative lights, line voltage. Includes holiday lighting, Christmas lights.
243 Decorative or landscape lighting, low voltage.
244 Sign. Includes neon signs.
251 Fence, electric.
252 Traffic control device
253 Lightning rod, arrester/grounding device.
261 Power cord, plug; detachable from appliance.
262 Power cord, plug; permanently attached to appliance.
263 Extension cord.
260 Cord, plug, other.
200 Electrical distribution, lighting, and power transfer, other.

**Shop Tools and Industrial Equipment**

311 Power saw.
312 Power lathe.
313 Power shaper, router, jointer, planer.
314 Power cutting tool.
315 Power drill, screwdriver.
316 Power sander, grinder, buffer, polisher.
317 Power hammer, jackhammer.
318 Power nail gun, stud driver, stapler.
310 Power tools, other.
321 Paint dipper.
322 Paint flow coating machine.
323 Paint mixing machine.
324 Paint sprayer.
325 Coating machine. Includes asphalt-saturating and rubber-spreading machines.
320 Painting tools, other.
331 Welding torch. Excludes cutting torches (332).
332 Cutting torch. Excludes welding torches (331).
Burners. Includes Bunsen burners, plumber furnaces, and blowtorches. Excludes weed burners (523).

Soldering equipment.

Air compressor.

Gas compressor.

Atomizing equipment. Excludes paint spraying equipment (324).

Pump. Excludes pumps integrated with other types of equipment.

Wet/dry vacuum (shop vacuum).

Hoist, lift, crane.

Powered jacking equipment. Includes hydraulic rescue tools.

Drilling machinery or equipment. Includes water or gas drilling equipment.

Hydraulic equipment, other.

Heat-treating equipment.

Incinerator.

Industrial furnace, oven, kiln. Excludes ovens for cooking (646).

Tar pot, tar kettle.

Casting, molding, forging equipment.

Distilling equipment.

Digester, reactor.

Extractor, waste recovery machine. Includes solvent extractors such as used in dry-cleaning operations and garnetting equipment.

Conveyor. Excludes agricultural conveyors (513).

Power transfer equipment: ropes, cables, blocks, belts.

Power takeoff.

Powered valves.

Bearing or brake.

Picking, carding, weaving machine. Includes cotton gins.

Testing equipment.

Gas regulator. Includes propane, butane, LP, or natural gas regulators and flexible hose connectors to gas appliances.

Motor, separate. Includes bench motors. Excludes internal combustion motors (375).

Internal combustion engine (non-vehicular).

Printing press.

Car washing equipment.

Shop tools and industrial equipment, other.

Commercial and Medical Equipment

Dental, medical, or other powered bed or chair. Includes powered wheelchairs.

Dental equipment, other.

Dialysis equipment.

Medical imaging equipment. Includes MRI, CAT scan, and ultrasound.

Medical monitoring equipment.

Oxygen administration equipment.

Radiological equipment, x-ray, radiation therapy.

Sterilizer, medical.

Therapeutic equipment.

Medical equipment, other.

Transmitter.

Telephone switching gear, including PBX.

TV monitor array. Includes control panels with multiple TV monitors and security monitoring stations. Excludes single TV monitor configurations (753).

Studio-type TV camera. Includes professional studio television cameras. Excludes home camcorders and video equipment (756).

Studio-type sound recording/modulating equipment.

Radar equipment.

Amusement ride equipment.

Ski lift.

Elevator or lift.

Escalator.

Microfilm, microfiche viewing equipment.

Photo processing equipment. Includes microfilm processing equipment.

Vending machine.


Water fountain, water cooler.

Telescope. Includes radio telescopes.

Electron microscope.

Laboratory equipment, other.

Commercial and medical equipment, other.

Garden Tools and Agricultural Equipment

Combine, threshing machine.

511 Combine, threshing machine.
40

512 Hay processing equipment.
513 Farm elevator or conveyor.
514 Silo loader, unloader, screw/sweep auger.
515 Feed grinder, mixer, blender.
516 Milking machine.
517 Pasteurizer. Includes milk pasteurizers.
518 Cream separator.
519 Sprayer, farm or garden.
520 Chain saw.
521 Weed burner.
522 Lawn mower.
523 Lawn, landscape trimmer, edger.
524 Lawn vacuum.
525 Leaf blower.
526 Mulcher, grinder, chipper. Includes leaf mulchers.
527 Snow blower, thrower.
528 Log splitter.
529 Post hole auger.
530 Post driver, pile driver.
531 Tiller, cultivator.
532 Lawn, landscape trimmer, edger.
533 Lawn vacuum.
534 Leaf blower.
535 Mulcher, grinder, chipper. Includes leaf mulchers.
536 Snow blower, thrower.
537 Log splitter.
538 Post hole auger.
539 Post driver, pile driver.
540 Tiller, cultivator.
500 Garden tools and agricultural equipment, other.

Kitchen and Cooking Equipment

611 Blender, juicer, food processor, mixer.
612 Coffee grinder.
613 Can opener.
614 Coffee maker or teapot.
615 Food warmer, hot plate.
616 Kettle.
617 Popcorn popper.
618 Pressure cooker or canner.
619 Slow cooker.
620 Toaster, toaster oven, countertop broiler.
621 Waffle iron, griddle.
622 Wok, frying pan, skillet.
623 Bread-making machine.
624 Deep fryer.
625 Grill, hibachi, barbecue.
626 Microwave oven.
627 Oven, rotisserie.
628 Range with or without an oven or cooking surface. Includes countertop-mounted stoves.
629 Steam table, warming drawer/table.
630 Dishwasher.
631 Freezer when separate from refrigerator.
632 Garbage disposer.
633 Grease hood/duct exhaust fan.
634 Ice maker (separate from refrigerator).
635 Refrigerator, refrigerator/freezer.
636 Refrigerator/freezer.
637 Toaster, toaster oven, countertop broiler.
638 Waffle iron, griddle.
639 Wok, frying pan, skillet.
640 Bread-making machine.
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655 Grease hood/duct exhaust fan.
656 Freezer when separate from refrigerator.
657 Garbage disposer.
658 Refrigerator, refrigerator/freezer.
659 Garbage disposer.
660 Kitchen and cooking equipment, other.

Electronic and Other Electrical Equipment

710 Computer. Includes devices such as hard drives and modems installed inside the computer casing. Excludes external storage devices (712).
711 Computer storage device, external. Includes CD-ROM devices, tape drives, and disk drives. Excludes such devices when they are installed within a computer (711).
712 Computer storage device, external. Includes CD-ROM devices, tape drives, and disk drives. Excludes such devices when they are installed within a computer (711).
713 Computer modem, external. Includes digital, ISDN modems, cable modems, and modem racks. Excludes modems installed within a computer (711).
714 Computer monitor. Includes LCD or flat-screen monitors.
715 Computer printer. Includes multifunctional devices such as copier, fax, and scanner.
716 Computer projection device, LCD panel, projector.
717 Computer device, other.
718 Adding machine, calculator.
719 Telephone or answering machine.
720 Cash register.
721 Copier. Includes large standalone copiers. Excludes small copiers and multifunctional devices (715).
722 Fax machine.
723 Paper shredder.
724 Postage, shipping meter equipment.
725 Typewriter.
726 Office equipment, other.
727 Guitar.
728 Piano, organ. Includes player pianos. Excludes synthesizers and musical keyboards (733).
729 Musical synthesizer or keyboard. Excludes pianos, organs (732).
730 Musical instrument, other.
741 CD player (audio). Excludes computer CD, DVD players (712).
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>742</td>
<td>Laser disk player. Includes DVD players and recorders.</td>
</tr>
<tr>
<td>743</td>
<td>Radio. Excludes two-way radios (744).</td>
</tr>
<tr>
<td>744</td>
<td>Radio, two-way.</td>
</tr>
<tr>
<td>745</td>
<td>Record player, phonograph, turntable.</td>
</tr>
<tr>
<td>747</td>
<td>Speakers, audio; separate components.</td>
</tr>
<tr>
<td>748</td>
<td>Stereo equipment. Includes receivers, amplifiers, equalizers. Excludes speakers (747).</td>
</tr>
<tr>
<td>749</td>
<td>Tape recorder or player.</td>
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<tr>
<td>749</td>
<td>Sound recording or receiving equipment, other.</td>
</tr>
<tr>
<td>751</td>
<td>Cable converter box.</td>
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<tr>
<td>752</td>
<td>Projector: film, slide, overhead.</td>
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<tr>
<td>753</td>
<td>Television.</td>
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<tr>
<td>754</td>
<td>VCR or VCR–TV combination.</td>
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<tr>
<td>755</td>
<td>Video game, electronic.</td>
</tr>
<tr>
<td>756</td>
<td>Camcorder, video camera.</td>
</tr>
<tr>
<td>757</td>
<td>Photographic camera and equipment. Includes digital cameras.</td>
</tr>
<tr>
<td>750</td>
<td>Video equipment, other.</td>
</tr>
<tr>
<td>700</td>
<td>Electronic equipment, other.</td>
</tr>
<tr>
<td>811</td>
<td>Clothes dryer.</td>
</tr>
<tr>
<td>812</td>
<td>Trash compactor.</td>
</tr>
<tr>
<td>813</td>
<td>Washer/dryer combination (within one frame).</td>
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<tr>
<td>814</td>
<td>Washing machine, clothes.</td>
</tr>
<tr>
<td>821</td>
<td>Hot tub, whirlpool, spa.</td>
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<tr>
<td>822</td>
<td>Swimming pool equipment.</td>
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<tr>
<td>830</td>
<td>Floor care equipment, other.</td>
</tr>
<tr>
<td>831</td>
<td>Broom, electric.</td>
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<tr>
<td>832</td>
<td>Carpet cleaning equipment. Includes rug shampooers.</td>
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<tr>
<td>833</td>
<td>Floor buffer, waxer, cleaner.</td>
</tr>
<tr>
<td>834</td>
<td>Vacuum cleaner.</td>
</tr>
<tr>
<td>841</td>
<td>Comb, hair brush.</td>
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<tr>
<td>842</td>
<td>Curling iron.</td>
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<tr>
<td>843</td>
<td>Electrolysis equipment.</td>
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<tr>
<td>844</td>
<td>Hair curler warmer.</td>
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<tr>
<td>845</td>
<td>Hair dryer.</td>
</tr>
<tr>
<td>846</td>
<td>Makeup mirror, lighted.</td>
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<tr>
<td>847</td>
<td>Razor, shaver (electric).</td>
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<tr>
<td>848</td>
<td>Suntan equipment, sunlamp.</td>
</tr>
<tr>
<td>849</td>
<td>Toothbrush (electric).</td>
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<tr>
<td>850</td>
<td>Portable appliance designed to produce heat, other.</td>
</tr>
<tr>
<td>851</td>
<td>Baby bottle warmer.</td>
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<tr>
<td>852</td>
<td>Blanket, electric.</td>
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<tr>
<td>853</td>
<td>Heating pad.</td>
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<tr>
<td>854</td>
<td>Clothes steamer.</td>
</tr>
<tr>
<td>855</td>
<td>Clothes iron.</td>
</tr>
<tr>
<td>861</td>
<td>Automatic door opener. Excludes garage door openers (863).</td>
</tr>
<tr>
<td>862</td>
<td>Burglar alarm.</td>
</tr>
<tr>
<td>863</td>
<td>Garage door opener.</td>
</tr>
<tr>
<td>864</td>
<td>Gas detector.</td>
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<tr>
<td>865</td>
<td>Intercom.</td>
</tr>
<tr>
<td>866</td>
<td>Smoke or heat detector, fire alarm.</td>
</tr>
</tbody>
</table>

**Personal and Household Equipment**

- 800 Personal and household equipment, other.

**Other Equipment Involved in Ignition**

- 000 Equipment involved in ignition, other.
- NNN None.
- UUU Undetermined.
Equipment Brand, Model, Serial Number, and Year

The information identifies the equipment that was involved in ignition. If available the following information can be added.

**Brand:** The name by which the equipment is most commonly known.

**Model:** The model name or number assigned to the equipment by the manufacturer. If there is no specific model name or number, use the common physical description of the equipment.

**Serial Number:** The manufacturer’s serial number that is generally stamped on an identification plate on the equipment.

**Year:** The year that the equipment was built.

**EQUIPMENT POWER SOURCE CODES** - The type of power used by the equipment involved in ignition of the fire.

- **Electrical**
  - 11 Electrical line voltage (50 volts or greater).
  - 12 Batteries and low voltage (less than 50 volts).
  - 10 Electrical, other.

- **Liquid Fuels**
  - 20 Gas fuels, other.
  - 31 Gasoline.
  - 32 Alcohol.
  - 33 Kerosene, diesel fuel, No. 1 and 2 fuel oil.
  - 34 No. 4, 5, and 6 fuel oils.
  - 30 Liquid fuels, other.

- **Gas Fuels**
  - 21 Natural gas or other lighter-than-air gas.
  - 22 LP gas or other heavier-than-air gas.

- **Solid Fuels**
  - Includes propane and butane gas.

- **Other Power Sources**
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
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  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
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  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.
  - 41 Wood, paper.
  - 42 Coal, charcoal.
  - 43 Chemicals.
  - 40 Solid fuels, other.

**EQUIPMENT PORTABILITY CODES** - Portable equipment normally can be moved by one or two persons, is designed to be used in multiple locations, and requires no tools to install.

- **Portable**
  - Includes equipment that can be carried or moved by one or two persons and designed to be used in a variety of locations. Tools are not needed to install or operate the equipment.

- **Stationary**
  - Includes equipment that is mounted at a fixed site or location or designed to be operated in one location.
**FIRE SUPPRESSION FACTORS CODES**- Factors that contributed to the growth, spread, or suppression of the fire that directly impacted the ignition, spread of fire or smoke, incident complexity, or presence of hazardous conditions

**Building Construction or Design**

- **112** Roof collapse.
- **113** Roof assembly combustible.
- **121** Ceiling collapse.
- **125** Holes or openings in walls or ceilings.
- **131** Wall collapse.
- **132** Difficult to ventilate.
- **134** Combustible interior finish.
- **137** Balloon construction.
- **138** Internal arrangement of partitions.
- **139** Internal arrangement of stock or contents.
- **141** Floor collapse.
- **151** Lack of fire barrier walls or doors.
- **153** Transoms.
- **161** Attic undivided.
- **166** Insulation combustible.
- **173** Stairwell not enclosed.
- **174** Elevator shaft.
- **175** Dumbwaiter.
- **176** Duct, vertical.
- **177** Chute: rubbish, garbage, laundry.
- **181** Supports unprotected.
- **182** Composite plywood I-beam construction.
- **183** Composite roof/floor sheathing construction.
- **185** Wood truss construction.
- **186** Metal truss construction.
- **187** Fixed burglar protection assemblies (bars, grills on windows or doors).

**Act or Omission**

- **188** Quick release failure of bars on windows or doors.
- **192** Previously damaged by fire.
- **100** Building construction or design, other.

**On-Site Materials**

- **311** Aisles blocked or improper width.
- **312** Significant and unusual fuel load from structure components.
- **313** Significant and unusual fuel load from contents of structure.
- **314** Significant and unusual fuel load outside from natural environment conditions.

**Act or Omission**

- **213** Doors left open or outside door unsecured.
- **214** Fire doors blocked or did not close properly.
- **218** Violation of applicable or locally adopted fire, building, or life safety code.
- **222** Illegal and clandestine drug operation.
- **232** Intoxication, drugs or alcohol.
- **253** Riot or civil disturbance. Includes hostile acts.
- **254** Person(s) interfered with operations.
- **283** Accelerant used.
- **200** Act or omission, other.

**On-Site Materials**

- **315** Significant and unusual fuel load from man-made condition.
- **316** Storage, improper.
- **321** Radiological hazard onsite.
- **322** Biological hazard onsite.
- **323** Cryogenic hazard onsite.
- **324** Hazardous chemical, corrosive material, or oxidizer.
- **325** Flammable/combustible liquid hazard.
- **327** Explosives hazard present.
- **331** Decorations. Includes crepe paper, garland.
- **341** Natural or other lighter-than-air gas present.
- **342** Liquefied petroleum (LPG) or other heavier-than-air gas present.
- **361** Combustible storage >12 feet to top of storage. Excludes rack storage (362).
- **362** High rack storage.
- **300** On-site materials, other.

**Delays**

- **411** Delayed detection of fire.
- **412** Delayed reporting of fire. Includes occupants investigating the source of the alarm or smoke before calling the fire department.
- **413** Alarm system malfunction.
414 Alarm system shut off for valid reason. Includes systems being maintained or repaired.
415 Alarm system inappropriately shut off.
421 Unable to contact fire department. Includes use of wrong phone number and cellular mobile phone problems.
424 Information incomplete or incorrect.
425 Communications problem; system failure of local, public, or other telephone network.
431 Blocked or obstructed roadway. Includes blockages due to construction or illegal parking.
434 Poor or no access for fire department apparatus.
435 Traffic delay.
436 Trouble finding location.
437 Size, height, or other building characteristic delayed access to fire.
438 Power lines down/arc ing.
443 Poor access for firefighters.
444 Secured area.
445 Guard dogs.
446 Aggressive animals. Excludes guard dogs (445).
447 Suppression delayed due to evaluation of hazardous or unknown materials at incident scene.
448 Locked or jammed doors.
451 Apparatus failure before arrival at incident.
452 Hydrants inoperative.
461 Airspace restriction.
462 Military activity.
481 Closest apparatus unavailable.
400 Delays, other.

Protective Equipment

510 Automatic fire suppression system problem. Includes system failures, shutoffs, inadequate protection to cover hazard, and the like.
520 Automatic sprinkler or standpipe/fire department connection problem. Includes damage, blockage, failure, improper installation.
531 Water supply inadequate; private.
532 Water supply inadequate; public.
543 Electrical power outage.
561 Failure of rated fire protection assembly. Includes fire doors, fire walls, floor/ceiling assemblies, and the like.
562 Protective equipment negated illegally or irresponsibly. Includes fire doors, dampers, sprinklers, and the like.
500 Protective equipment, other.

Egress/Exit Problems

611 Occupancy load above legal limit.
612 Evacuation activity impeded fire department access.
613 Window type impeded egress. Includes windows too small.
614 Windowless wall.
621 Young occupants.
622 Elderly occupants
623 Physically disabled occupants.
624 Mentally disabled occupants.
625 Physically restrained/confined occupants.
626 Medically disabled occupants.
641 Special event.
642 Public gathering.
600 Egress/exit problems, other.

Natural Conditions

711 Drought or low fuel moisture.
712 Humidity, low.
713 Humidity, high.
714 Temperature, low.
715 Temperature, high.
721 Fog.
722 Flooding.
723 Ice.
724 Rain.
725 Snow.
732 Wind. Includes hurricanes and tornados.
741 Earthquake.
760 Unusual vegetation fuel loading.
771 Threatened or endangered species.
772 Timber sale activity.
773 Fire restriction.
774 Historic disturbance (past fire history can dictate fire behavior).
775 Urban-wildland interface area.
700 Natural conditions, other.

Other Fire Suppression Factors

000 Fire suppression factors, other.
NNN None.
MOBILE PROPERTY INVOLVED CODE

Property that is designed to be movable in relation to fixed property whether or not it still is. Mobile property is always located on a specific property and, when mobile property is involved.

1 Mobile property not involved in ignition, but burned in fire following ignition.
2 Mobile property was involved in ignition, but did not burn. Includes fires started by exhaust systems of automobiles and sparks thrown off by trains.
3 Mobile property involved in ignition, and it burned.
N None.

Mobile Property: Type, Make, Model, Year, License Number, State, VIN- The information identifies the mobile property involved in a fire’s ignition. Fill out the information if it is available.

Type: Property that is designed and constructed to be mobile, movable under its own power, or towed, such as an airplane, automobile, boat, cargo trailer, farm vehicle, motorcycle, or recreational vehicle.

MOBILE PROPERTY TYPE CODES

Passenger Road Vehicles

11 Automobile, passenger car, ambulance, limousine, race car, taxicab.
12 Bus, school bus. Includes “trackless” trolley buses.
13 Off-road recreational vehicle. Includes dune buggies, golf carts, go-carts, snowmobiles. Excludes sport utility vehicles (11) and motorcycles (18).
14 Motor home (has own engine), camper mounted on pickup, bookmobile.
15 Trailer, travel; designed to be towed.
16 Trailer, camping; collapsible, designed to be towed.
17 Mobile home, bank, classroom, or office (all designed to be towed), whether mounted on a chassis or on blocks for semi-permanent use.
18 Motorcycle, trail bike. Includes motor scooters and mopeds.
10 Passenger road vehicles, other.

Freight Road Transport Vehicles

21 General use truck, dump truck, fire apparatus.
22 Pickup truck, hauling rig (non-motorized).
23 Trailer, semi; designed for freight (with or without tractor).
24 Tank truck, nonflammable cargo. Includes milk and water tankers, liquid nitrogen tankers.
25 Tank truck, flammable or combustible liquid, chemical cargo.
26 Tank truck, compressed gas or LP gas.
27 Garbage, waste, refuse truck. Includes recyclable material collection trucks. Excludes roll-on-type trash containers (73).
20 Freight road transport vehicles, other.

Rail Transport Vehicles

31 Diner car, passenger car.
32 Box, freight, or hopper car.
33 Tank car.
34 Container or piggyback car
35 Engine/locomotive.
### Maintenance Equipment
- **Maintenance equipment car.** Includes cabooses and cranes.

### Rail Transport Vehicles
- **Rail transport vehicles, other.**

### Water Vessels
- **Boat less than 65 ft (20 m) in length overall.** Excludes commercial fishing vessels (48).
- **Boat or ship equal to or greater than 65 ft (20 m) in length but less than 1,000 tons.**
- **Cruise liner or passenger ship equal to or greater than 1,000 tons.**
- **Tank ship.**
- **Personal water craft.** Includes one- or two-person recreational water craft.
- **Cargo or military ship equal to or greater than 1,000 tons.** Includes vessels not classified in (44) and (47).
- **Non-self-propelled vessel.** Includes all vessels without their own motive power, such as towed petroleum balloons, barges, and other towed or towable vessels. Excludes sailboats (49).
- **Commercial fishing or processing vessel.** Includes shell fishing vessels.
- **Sailboats.** Includes those with auxiliary power.

### Aircraft
- **Personal, business, utility aircraft less than 12,500 lb (5,670 kg) gross weight.** Includes gliders.
- **Personal, business, utility aircraft equal to or greater than 12,500 lb (5,670 kg) gross weight.**
- **Commercial aircraft: propeller-driven, fixed-wing.** Includes turbo props.
- **Commercial aircraft: jet and other turbine-powered, fixed-wing.**
- **Helicopters, nonmilitary.** Includes gyrocopters.
- **Military fixed-wing aircraft.** Includes bomber, fighter, patrol, vertical takeoff and landing (fixed-wing vertical stall) aircraft.
- **Military non-fixed-wing aircraft.** Includes helicopters.
- **Balloon vehicles.** Includes hot air balloons and blimps.

### Industrial, Agricultural, Construction Vehicles
- **Construction vehicle.** Includes bulldozers, shovels, graders, scrapers, trenchers, plows, tunneling equipment, and road pavers.
- **Loader, industrial.** Includes fork lifts, industrial tow motors, loaders, and stackers.
- **Crane.**
- **Agricultural vehicle, baler, chopper (farm use).**
- **Timber harvest vehicle.** Includes skycars, loaders.
- **Industrial, construction, or agricultural vehicles, other.**

### Mobile Property, Miscellaneous
- **Home, garden vehicle.** Includes riding lawnmowers, snow removal vehicles, riding tractors. Excludes equipment where operator does not ride. See Equipment Involved in Ignition.
- **Shipping container, mechanically moved.** Includes haulable trash containers, intermodal shipping containers.
- **Armored vehicle.** Includes armored cars and military vehicles. Excludes armored aircraft and ships.
- **Missile, rocket, and space vehicles.**
- **Aerial tramway vehicle.**
- **Mobile property, other.**

### Make
- **The name of the manufacturer of the mobile property.** Find the make of the mobile property in the dropdown box.
<table>
<thead>
<tr>
<th>Code</th>
<th>Make</th>
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<tbody>
<tr>
<td>AC</td>
<td>Acura</td>
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<td>AG</td>
<td>Agco</td>
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<td>AR</td>
<td>Alfa Romeo</td>
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<td>Antique Vehicle</td>
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<td>SZ Suzuki</td>
<td>VR Vermeer</td>
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<td>TT Toro</td>
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<tr>
<td>TL Trelan</td>
<td>VO Volkswagen</td>
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<tr>
<td>TR Triumph</td>
<td>VL Volvo</td>
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<tr>
<td>TJ Trojan</td>
<td>VG Volvo GMC</td>
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<tr>
<td>TB Troy-Bilt</td>
<td>WK Walker</td>
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<tr>
<td>UD UD</td>
<td>WL Walter</td>
</tr>
<tr>
<td>UR Ursus</td>
<td>WS Western Star</td>
</tr>
</tbody>
</table>

**Model:** The manufacturer’s model name. If one does not exist, use the physical description of the property that is commonly used to describe it, such as “three-bedroom” (mobile home) or “four-door” (sedan).

**Year:** The year the mobile property was manufactured.

**License Plate Number (if any):** The number on the license plates affixed to the vehicle; plates are generally issued by a state agency of motor vehicles. License numbers may also be available for boats, airplanes, and farm vehicles.

**State:** The state in which the vehicle is licensed.

- If a commercial vehicle that is involved in the incident is licensed in multiple states, record the state license where the incident occurred. If no license exists for the incident’s state, use the state license of the vehicle’s home origin.

**VIN:** The manufacturer’s Vehicle Identification Number that is generally stamped on an identification plate on the mobile property.
C. Structure Fire Form

A structure, is an assembly of materials forming a construction for occupancy or use to serve a specific purpose. This includes, but is not limited to, buildings, open platforms, bridges, roof assemblies over open storage or process areas, tents, air-supported structures.

STRUCTURE TYPE CODES

0 Structure type, other.
1 Enclosed building. Includes subway terminals and underground buildings.
2 Fixed portable or mobile structure. Includes mobile homes, campers, portable buildings, and the like that are used as permanent fixed structures.
3 Open structure. Includes bridges, trestles, drilling structures, open stairways and walkways, and the like.
4 Air-supported structure.
5 Tent.
6 Open platform. Includes piers, wharves without a superstructure, loading docks without a roof, and the like.
7 Underground structure work area. Includes tunnels and mines. Excludes subway terminals and underground buildings (1).
8 Connective structure. Includes fences, telephone poles, and pipelines.

BUILDING STATUS CODES- This element indicates the actual use of the building at the time of the fire.

0 Building status, other.
1 Under construction.
2 Occupied and Operating. Includes properties that are closed or unoccupied for a brief periods of time, such as business closed for the weekend or a house with no one at home.
3 Idle, not routinely used (furnishings are in place). Includes seasonal properties during the off-season.
4 Under major renovation.
5 Vacant and secured.
6 Vacant and unsecured.
7 Being demolished.
U Undetermined.

Building Height - The number of stories at or above grade level and the number of stories below grade level in the fire building.

-Enter the total number of stories at or above grade level and the total number of stories below grade level.
- For split grades, consider the main egress point as the “at grade” portion of the building.
-Do not count normally inaccessible attics, attics with less than standing height, or the roof as a story (i.e., the roof is counted as part of the highest story).

Main Floor Size

-The size of the main floor in square feet. This is an estimate.

Enter the total square footage of the main floor, or the area using length-by-width measurements (in feet). DO NOT ENTER BOTH
Story of Fire Origin—Identifies the story where the fire originated within the building.

Enter the story of fire origin, if it is below grade level, check the Below Grade box.

FIRE SPREAD CODES—The extent of fire spread in terms of how far the flame damage extended. The extent of flame damage is the area actually burned or charred and does not include the area receiving only heat, smoke, or water damage.

1 Confined to object of origin.
2 Confined to room of origin.
3 Confined to floor of origin.
4 Confined to building of origin.
5 Beyond building of origin.

- A room is a partitioned part of the inside of a building. If the flame damage extends beyond the area of origin in a one-room building, such as a shed, the damage should be described as Confined to the Building of Origin. The Confined to the Building of Origin box is also the appropriate description if the fire was on the roof or outside wall of a building.

Number of Stories Damaged by Flame—The number of stories damaged by flame spread. Flame damage is the area actually burned or charred and does not include areas receiving only heat, smoke, or water damage.

Enter the number of stories damaged by flame in the boxes that fit the percentage of fire damage in appropriate box.

- Count the roof as part of the top story.

Check the box if there is no flame spread, or if it is the same material ignited from the fire form, or if it is unable to be determined.

ITEM CONTRIBUTING MOST TO FLAME SPREAD CODES—The item contributing most to flame spread.

**Structural Component, Finish**

11 Exterior roof covering, surface, finish.
12 Exterior sidewall covering, surface, finish. Includes eaves.
13 Exterior trim, appurtenances. Includes doors, porches, and platforms.
14 Floor covering or rug/carpet/mat, surface.
15 Interior wall covering. Includes cloth wall coverings, wood paneling, and items permanently affixed to a wall or door. Excludes curtains and draperies (36) and decorations (42).
16 Interior ceiling covering or finish. Includes cloth permanently affixed to ceiling and acoustical tile.
17 Structural member or framing.
18 Thermal, acoustical insulation within wall, partition or floor/ceiling space. Includes fibers, batts, boards, loose fills.
10 Structural component or finish, other.
**Furniture, Utensils.**
Includes built-in furniture.

21 Upholstered sofa, chair, vehicle seats.
22 Non-upholstered chair, bench.
23 Cabinetry. Includes filing cabinets, pianos, dressers, chests of drawers, desks, tables, and bookcases. Excludes TV sets, bottle warmers, and appliance housings (25).
24 Ironing board.
25 Appliance housing or casing.
26 Household utensils. Includes kitchen and cleaning utensils.
20 Furniture, utensils, other.

**Soft Goods, Wearing Apparel**

31 Mattress, pillow.
32 Bedding: blanket, sheet, comforter. Includes heating pads.
33 Linen, other than bedding. Includes towels and tablecloths.
34 Wearing apparel not on a person.
35 Wearing apparel on a person.
36 Curtain, blind, drapery, tapestry.
37 Goods not made up. Includes fabrics and yard goods.
38 Luggage.
30 Soft goods, wearing apparel, other.

**Adornment, Recreational Material, Signs**

41 Christmas tree.
42 Decoration.
43 Sign. Includes outdoor signs such as billboards.
44 Chips. Includes wood chips.
45 Toy, game.
46 Awning, canopy.
47 Tarpaulin, tent.
40 Adornment, recreational material, signs, other.

**Storage Supplies**

51 Box, carton, bag, basket, barrel. Includes wastebaskets.
52 Material being used to make a product. Includes raw materials used as input to a manufacturing or construction process. Excludes finished products.
53 Pallet, skid (empty). Excludes palletized stock (58).
54 Cord, rope, twine, yarn.
55 Packing, wrapping material.
56 Baled goods or material. Includes bale storage.
57 Bulk storage.
58 Palletized material, material stored on pallets.
59 Rolled, wound material. Includes rolled paper and fabrics.
50 Storage supplies, other.

**Liquids, Piping, Filters**

61 Atomized, vaporized liquid. Included are aerosols.

62 Flammable liquid/gas (fuel) in or escaping from combustion engines.
63 Flammable liquid/gas in or escaping from final container or pipe before engine or burner. Includes piping between the engine and the burner.
64 Flammable liquid/gas in or escaping from container or pipe. Excludes engines, burners, and their fuel systems.
65 Flammable liquid/gas, uncontained. Includes accelerants.
66 Pipe, duct, conduit, hose.
67 Pipe, duct, conduit, or hose covering. Includes insulating materials whether for acoustical or thermal purposes, and whether inside or outside the pipe, duct, conduit, or hose.
68 Filter. Includes evaporative cooler pads.
60 Liquids, piping, filters, other.

**Organic Materials**

71 Agricultural crop. Includes fruits and vegetables.
72 Light vegetation (not crop). Includes grass, leaves, needles, chaff, mulch, and compost.
73 Heavy vegetation (not crop). Includes trees and brush.
74 Animal, living or dead.
75 Human, living or dead.
76 Cooking materials. Includes edible materials for man or animal. Excludes cooking utensils (26).
77 Feathers or fur. Excludes feathers or fur not on bird or animal, and not processed into a product.
70 Organic materials, other.

**General Materials**

81 Electrical wire, cable insulation. Do not classify the insulation on the wiring as the item first ignited unless there were no other materials in the immediate area, such as might be found in a cable tray or electrical vault.

**Type of Material Contributing Most to Flame Spread**—The type of material contributing most to flame spread. *Type of material* refers to the raw, common, or natural state in which the material exists. The type of material may be a gas, flammable liquid, chemical, plastic, wood, paper, fabric, or any number of other materials.

**TYPE OF MATERIAL CONTRIBUTING MOST TO FLAME SPREAD CODES**

<table>
<thead>
<tr>
<th>Flammable Gas</th>
<th>Flammable or Combustible Liquid</th>
<th>Volatile Solid or Chemical</th>
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</thead>
<tbody>
<tr>
<td>11 Natural gas. Includes methane and marsh gas.</td>
<td>21 Ether, pentane-type flammable liquid. Includes all Class 1A flammable liquids.</td>
<td>31 Fat, grease, butter, margarine, lard, tallow.</td>
</tr>
<tr>
<td>13 Anesthetic gas.</td>
<td>23 Gasoline.</td>
<td>33 Polish, paraffin, wax.</td>
</tr>
<tr>
<td>14 Acetylene gas</td>
<td>24 Turpentine, butyl-alcohol-type flammable liquid. Includes all Class IC flammable liquids.</td>
<td>34 Adhesive, resin, tar, glue, asphalt, pitch, soot.</td>
</tr>
<tr>
<td>15 Hydrogen.</td>
<td>25 Kerosene; Nos. 1 and 2 fuel oil; diesel-type combustible liquid. Includes all Class II combustible liquids.</td>
<td>35 Paint, varnish—applied.</td>
</tr>
<tr>
<td>10 Flammable gas, other. Includes benzene, benzol, carbon disulfide, carbon monoxide, ethylene, ethylene oxide, and vinyl chloride.</td>
<td>26 Cottonseed oil; Nos. 4, 5, and 6 fuel oil; creosote-oil-type combustible liquid. Includes all Class IIIA combustible liquids.</td>
<td>36 Combustible metal. Includes magnesium, titanium, and zirconium.</td>
</tr>
<tr>
<td>82 Transformer. Includes transformer fluids.</td>
<td>27 Cooking oil, transformer oil, lubricating oil. Includes all Class IIIB combustible liquids.</td>
<td>37 Solid chemical. Includes explosives.</td>
</tr>
<tr>
<td>83 Conveyor belt, drive belt, V-belt.</td>
<td>93 Adhesive.</td>
<td>Excludes liquid chemicals</td>
</tr>
<tr>
<td>84 Tire.</td>
<td>94 Dust, fiber, lint. Includes sawdust and excelsior.</td>
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<tr>
<td>85 Railroad ties.</td>
<td>95 Film, residue. Includes paint, resin, and chimney film or residue and other films and residues produced as a by-product of an operation.</td>
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<tr>
<td>86 Fence, pole.</td>
<td>96 Rubbish, trash, waste.</td>
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<tr>
<td>87 Fertilizer.</td>
<td>97 Oily rags.</td>
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<tr>
<td>88 Pyrotechnics, explosives.</td>
<td>00 Item contributing most to flame spread, other.</td>
<td></td>
</tr>
<tr>
<td>89 General Materials Continued</td>
<td>UU Undetermined</td>
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<tr>
<td>91 Book.</td>
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<tr>
<td>92 Magazine, newspaper, writing paper. Includes files.</td>
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</table>
PLASTICS

41 Plastic, regardless of type. Excludes synthetic fibers, coated fabrics, plastic upholstery.

71 Fabric

NATURAL PRODUCT

51 Rubber, tire rubber. Excludes synthetic rubbers (classify as plastics (41)).

52 Cork.

53 Leather.

54 Hay, straw.

55 Grain, natural fiber. Includes cotton, feathers, felt, barley, corn, coconut. Excludes fabrics and furniture batting (71).

56 Coal, coke, briquettes, peat. Includes briquettes of carbon black and charcoal.

57 Food, starch. Includes flour. Excludes fat or grease (31).

58 Tobacco.

50 Natural product, other. Includes manure.

WOOD OR PAPER — PROCESSED

61 Wood chips, sawdust, wood shavings.

62 Round timber. Includes round posts, poles, and piles.

63 Sawn wood. Includes all finished lumber and wood shingles.

64 Plywood.

65 Fiberboard, particleboard, and hardboard. Includes low-density pressed wood fiberboard products.

66 Wood pulp, wood fiber.

67 Paper. Includes cellulose, waxed paper, sensitized paper, and ground-up processed paper and newsprint used as thermal insulation.

68 Cardboard.

60 Wood or paper, processed, other.

FABRIC, TEXTILES, FUR

71 Fabric, fiber, cotton, blends, rayon, wool, finished goods. Includes yarn and canvas. Excludes fur and silk (74).


75 Wig.

76 Human hair.


70 Fabric, textiles, fur, other.

MATERIAL COMPOUNDED WITH OIL

81 Linoleum.

82 Oilcloth.

86 Asphalt-treated material. Excludes by-products of combustion, soot, carbon, creosote (34).

80 Material compounded with oil, other.

00 Type of material contributing most to flame spread, other.

UU Undetermined.

PRESENCE OF DETECTORS CODES

These data elements identify the type and operating principle of detectors present in the area of origin or in near proximity to the area of origin such that they would be instrumental in detecting the fire in its early stages.

In the dropdown box determine if the detector was present, not present, or undermined.

1 Present.

N None present.

U Undetermined
If a detector is present: the Detector Type, Detector Power Supply and Detector Operation become required. Determine the type of detector that was present, the power supply, and the operation of the detector in the following pull down boxes. If a detector is not present, or undermined, move on to the Presence of Automatic Extinguishing System. If there is any other information pertaining to these detectors put them in.

**DETECTOR TYPE CODES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Detector type, other.</td>
</tr>
<tr>
<td>1</td>
<td>Smoke.</td>
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<tr>
<td>2</td>
<td>Heat.</td>
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<tr>
<td>3</td>
<td>Combination smoke and heat in a single unit.</td>
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<tr>
<td>4</td>
<td>Sprinkler, water flow detection.</td>
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<tr>
<td>5</td>
<td>More than one type present.</td>
</tr>
<tr>
<td>U</td>
<td>Undetermined.</td>
</tr>
</tbody>
</table>

**DETECTOR POWER SUPPLY CODES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Detector power supply, other.</td>
</tr>
<tr>
<td>1</td>
<td>Battery only.</td>
</tr>
<tr>
<td>2</td>
<td>Hardwire only</td>
</tr>
<tr>
<td>3</td>
<td>Plug-in.</td>
</tr>
<tr>
<td>4</td>
<td>Hardwire with battery backup.</td>
</tr>
<tr>
<td>5</td>
<td>Plug-in with battery backup.</td>
</tr>
<tr>
<td>6</td>
<td>Mechanical. Includes spring-wound, stored pressure source, etc.</td>
</tr>
<tr>
<td>7</td>
<td>Multiple detectors and power supplies.</td>
</tr>
<tr>
<td>U</td>
<td>Undetermined.</td>
</tr>
</tbody>
</table>

**DETECTOR OPERATION CODES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Fire too small to activate detector.</td>
</tr>
<tr>
<td>2</td>
<td>Detector operated.</td>
</tr>
<tr>
<td>3</td>
<td>Detector failed to operate.</td>
</tr>
<tr>
<td>U</td>
<td>Undetermined.</td>
</tr>
</tbody>
</table>

**DETECTOR EFFECTIVENESS CODES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Detector alerted occupants, occupants responded.</td>
</tr>
<tr>
<td>2</td>
<td>Detector alerted occupants, occupants failed to respond.</td>
</tr>
<tr>
<td>3</td>
<td>There were no occupants.</td>
</tr>
<tr>
<td>4</td>
<td>Detector failed to alert occupants.</td>
</tr>
<tr>
<td>U</td>
<td>Undetermined.</td>
</tr>
</tbody>
</table>

**DETECTOR FAILURE REASON CODES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Power failure or hardwired detector shut off or disconnected.</td>
</tr>
<tr>
<td>2</td>
<td>Improper installation or placement of detector.</td>
</tr>
<tr>
<td>3</td>
<td>Defective detector.</td>
</tr>
<tr>
<td>4</td>
<td>Lack of maintenance. Includes not cleaning.</td>
</tr>
<tr>
<td>5</td>
<td>Battery missing or disconnected.</td>
</tr>
<tr>
<td>6</td>
<td>Battery discharged or dead.</td>
</tr>
<tr>
<td>0</td>
<td>Detector failure reason, other.</td>
</tr>
<tr>
<td>U</td>
<td>Undetermined.</td>
</tr>
</tbody>
</table>
PRESENCE OF AUTOMATIC EXTINGUISHING SYSTEM CODES

1 Present.
2 Partial System Present.
N None present.
U Undetermined.

D. Wildland Fire Form

Da. South Dakota Wildland Fire Division Instructions

Db. Codes/Information on Wildland Fire Reporting

*This form is a collaboration with the State of South Dakota’s Fire Marshal’s Office and State of South Dakota’s Department of Agriculture, Division of Wildland Fire, to meet both agencies reporting requirements.

*The directions directly below are the South Dakota Wildland Fire Division fire reporting instructions to filling out this form. Following those instructions are the codes to complete the form.

Da. SOUTH DAKOTA WILDLAND FIRE DIVISION INSTRUCTIONS

Submitting a Wildland Fire Incident into the South Dakota Incident Report System

The SD Incident Report System can be found at: http://sdda.sd.gov/wildfire-suppression/vfd-online-fire-reporting/

Submitting a Wildland Fire Incident – All items in bold are required for the form to be completed.

1. Enter your Departments FDID Number
   a. If you do not know your Departments FDID number call the State Fire Marshall’s Office at 605-773-3562.
2. Select “Basic Form” from the column on the left hand side.
3. On the “Basic Form” fill out all the required information on the form as shown in yellow. Be as thorough as possible.
4. Once completed select “Save & Continue”. This will take you to the “Wildland Fire Form”. The current version will take you to the “Fire Form” and you will have to select the “Wildland Fire Form”. The newer version will automatically take you to the “Wildland Fire Form”.
5. The information from this form is submitted to both the Fire Marshall’s Office and SD Wildland Fire Division. This form needs to be filled out in order for an IQS Number to be assigned to the incident. Fill out all yellow fields. Listed below are instructions on fields needed to obtain an IQS number.
6. Starting at the top of the form:
   a. **Fire Name** – enter in the name of the fire, using a geographical location.
   b. **County Name** – enter the name of the county the fire occurred in. If out of the State of SD please place the state identifier at the end of the county name – Carter, MT
   c. **Location** – general description of where the fire occurred. This will populate from the “Basic Form” – please add or subtract information as needed. Example – 3 miles E of Quinn on Hwy 14, north side of the hwy
   d. **Map** – use the map to locate the fire. The map starts at the city associated with your department. Move the cursor to the location of the fire, when located the latitude and longitude will populate in the blocks below. If you know the latitude and longitude of the fire type those in below and select the Map It button. This will move the cursor on the map to the fires location.
   e. **Latitude** – can be manually entered or use the map tool
   f. **Longitude** – can be manually entered or use the map tool
   g. **Township, Range & Section** – If you do not know the Township, Range, and Section for your fire select the XY Conversion link, which will link you to a website to make the conversion from GPS coordinates to Township, Range and Section. Enter the converted data into the form.
      i. Township – 112N PLEASE DO NOT PUT THE TOWNSHIP NAME.
      ii. Range – 46W
      iii. Section – 15 enter only one section, the section the fire started in.
   h. **¼ Section** – this field is not required but if known please put it in
   i. **Ownership Class** – select from the drop down menu the ownership for where the fire began. If Federal is chosen another drop down menu will appear to select the specific Federal agency.
   j. **Size (Total Acres Burned)** – enter the total size of the fire in acres
   k. **Size Class** – select from the drop down the size class associated with the size of the fire.
      i. A 0 – 0.25 acres
      ii. B 0.26 – 9 acres
      iii. C 10 – 99 acres
      iv. D 100 – 299 acres
      v. E 300 – 999 acres
      vi. F 1000 – 4999 acres
      vii. G 5000 or Greater
   l. **Mutual Aid Given** – select this box if YOUR Department PROVIDED mutual aid to another Department or State or Federal Agency
m. Department – if your Department PROVIDED mutual aid to another Department, State or Federal Agency put THEIR name in this block.
   ❖ THESE TWO BLOCKS ARE IMPORTANT TO FILL OUT IF YOUR DEPARTMENT PROVIDED MUTUAL AID SO FIRES ARE NOT COUNTED MORE THAN ONCE!

n. **Wildland Fire Cause** – select the cause of your fire from the drop down provided – DO NOT LEAVE THIS BLANK – ALL FIRES WILL FIT INTO ONE CATEGORY
   i. Children – fireworks, matches, etc.
   ii. Debris, Vegetation Burn – piles, burn barrels, rx burns, etc.
   iii. Equipment Use – vehicles, power tools, blowtorch, powerline, etc.
   iv. Incendiary / Arson
   v. Misuse of Fire
   vi. Natural Source / Lightning
   vii. Open / Outdoor Campfire
   viii. Other Cause / Misc. – please do not use unless it does not fall into another category
   ix. Railroad
   x. Smoking – cigarette butts
   xi. Structure (Exposure) – house or structure fire that went into the wildland
   xii. Undetermined – please do not use unless it does not fall into another category

o. **Vegetation** – select the primary vegetation carrier of the fire from the drop down menu

p. **Number of Buildings Ignited** – if none enter a zero

q. **Number of Buildings Threatened** – if none enter a zero

r. **Number of Homes Threatened** – if none enter a zero

s. **Number of Homes Lost** – if none enter a zero

t. IQS Number – this will be filled out by the Wildland Fire Division

u. **Submitted By** – please enter the name of the individual entering the wildland fire

v. **Work Phone Number** – please provide at least one phone number

w. **Home Phone Number** – please provide at least one phone number

x. Select Save & Continue

Once a wildland fire incident is entered into the system it can be viewed from the home page of the program. To see the IQS number assigned to the fire please go to [http://sdda.sd.gov/wildfire-suppression/incident-qualification-system-ius](http://sdda.sd.gov/wildfire-suppression/incident-qualification-system-ius). Select the year the fire occurred and they are listed by date.

If an incident is entered into the online reporting system a Post Card DOES NOT need to be mailed in. THIS WILL CREATE A DUPLICATE RECORD.
If you have any questions about entering wildland fire incidents or about IQS numbers please call Megan at 605-399-3160 or email her at majaros@fs.fed.us.

* This section is the code information to filling out the Wildland Form.

**Db. CODES/INFORMATION FOR WILDLAND FIRE REPORTING**

**Fire Name**- Use the fire name as an identifier of the fire. This can be geographical, description, location, type of fire etc..

**County Name**- Enter the county that the fire occurred in

**Location**- This should automatically populate from the Basic Form, add or subtract any information that needs to be updated.

**AREA TYPE CODES**

1 Rural, open fields, forests, or cultivated land greater than 50 acres that is located away from any concentrated housing areas.
2 Urban, cities, or heavily populated areas.
3 Rural/urban or suburban. Includes a predominantly residential area outlying an urban area. May include small open fields, forests, and cultivated land.
4 Urban-wildland interface area. Includes geographical area where structures and other human development meets or intermingles with wildland/vegetative fuels.

**Latitude/Longitude**- Find the location of the fire using the Map Tool. Click and drag the cursor over the location of the fire. This will put in the Latitude/Longitude, but if the Latitude/Longitude is already known you can enter those, and click “Map It.”

**Township Range, and Section**- Use the XY Conversion tool to find this data, unless it is known. If it is known, enter those in. If the ¼ section is known enter that in as well.

**OWNERSHIP CLASS CODES** –Choose the ownership of the location of the fire. If this is federal, another dropdown box will show. Find the corresponding Federal Agency.

**Federal**
   Bureau of Indian Affairs
   Bureau of Land Management
   Corp of Engineers
   National Park Service
   Other
   US Fish and Wildlife Services
   US Forest Service

**Private**

**State**
Size (Total Acres Burned)- Add the acres burned for the size of the fire.

SIZE CLASS CODES

1 Class A .25 or Less
2 Class B .26 to 9 Acres
3 Class C 10 to 99 Acres
4 Class D 100-299 Acres
5 Class E 300-999 Acres
6 Class F 1000-4999 Acres
7 Class G- 5000 or Greater

DEPARTMENT/AGENCY- If there is any Mutual Aid from another department, State, or Federal Agency check the Mutual Aid Given box and type in the aid that was given by the corresponding agency.

WILDLAND FIRE CAUSE CODES

1 Natural source.
2 Equipment.
3 Smoking.
4 Open/outdoor fire.
5 Debris, vegetation burn.
6 Structure (exposure).
7 Incendiary.
8 Misuse of fire.
0 Wildland fire cause, other.
U Undetermined.

VEGETATION CODES

Brush
Cropland
Grass
Hardwood Forest
Pine Forest

PRIMARY CROPS BURNED- Enter up to three primary crops that burned in the fire.

HUMAN FACTORS CONTRIBUTING TO IGNITION CODES- check one

N None.
1 Asleep. Includes fires that result from a person falling asleep while smoking.
2 Possibly impaired by alcohol or drugs. Includes people who fall asleep or act recklessly or carelessly as a result of drugs or alcohol. Excludes people who simply fall asleep (1).
3 Unattended or unsupervised person. Includes “latch key” situations whether the person involved is young or old and situations where the person involved lacked supervision or care.
4 Possibly mentally disabled. Excludes impairments of a temporary nature such as those caused by drugs or alcohol (2).
5 Physically disabled.
6 Multiple persons involved. Includes gang activity.
7 Age was a factor.
FACTORS CONTRIBUTING TO IGNITION CODES

Up to two Factor Contributing can be entered, but the first one is required.
If this is an exposure fire- the Factor Contributing will automatically populate 71- Exposure Fire.

Misuse of Material or Product

11 Abandoned or discarded materials or products. Includes discarded cigarettes, cigars, tobacco embers, hot ashes, or other burning matter. Excludes outside fires left unattended.
12 Heat source too close to combustibles.
13 Cutting, welding too close to combustibles.
14 Flammable liquid or gas spilled. Excludes improper fueling technique (15) and release due to improper container (18).
15 Improper fueling technique. Includes over fueling, failure to ground. Excludes fuel spills (14) and using the improper fuel (27).
16 Flammable liquid used to kindle fire.
17 Washing part or material, painting with flammable liquid.
18 Improper container or storage procedure. Includes gasoline in unimproved containers, gas containers stored at excessive temperature, and storage conditions that lead to spontaneous ignition.
19 Playing with heat source. Includes playing with matches, candles, and lighters and bringing combustibles into a heat source.
20 Misuse of material or product, other.

Mechanical Failure, Malfunction

21 Automatic control failure.
22 Manual control failure.
23 Leak or break. Includes leaks or breaks of containers or pipes. Excludes operational deficiencies and spill mishaps.
25 Worn out.
26 Backfire. Excludes fires originating as a result of hot catalytic converters (41).
27 Improper fuel used. Includes the use of gasoline in a kerosene heater and the like.
20 Mechanical failure, malfunction, other.

Electrical Failure, Malfunction

31 Water-caused short-circuit arc.
32 Short-circuit arc from mechanical damage.
33 Short-circuit arc from defective, worn insulation.
34 Unspecified short-circuit arc.
35 Arc from faulty contact, broken conductor. Includes broken power lines and loose connections.
36 Arc, spark from operating equipment, switch, or electric fence.
37 Fluorescent light ballast.
30 Electrical failure, malfunction, other.

Design, Manufacturing, Installation Deficiency

41 Design deficiency.
42 Construction deficiency.
43 Installation deficiency.
44 Manufacturing deficiency.
40 Design, manufacturing, installation deficiency, other.

Operational Deficiency

51 Collision, knock down, run over, turn over. Includes automobiles and other vehicles.
52 Accidentally turned on, not turned off.
53 Equipment unattended.
54 Equipment overloaded.
55 Failure to clean. Includes lint and grease buildups in chimneys, stove pipes.
56 Improper startup/shutdown procedure.
57 Equipment not used for purpose intended. Excludes overloaded equipment (54).
58 Equipment not operated properly.
**Natural Condition**

61 High wind.  
62 Storm.  
63 High water, including floods.  
64 Earthquake.  
65 Volcanic action.  
66 Animal.  
60 Natural condition, other.

**Fire Spread or Control**

71 Exposure fire.  
72 Rekindle.  
73 Outside/open fire for debris or waste disposal.  
74 Outside/open fire for warming or cooking.  
75 Agriculture or land management burns.  
\(\text{Includes prescribed burns.}\)  
70 Fire spread or control, other.

**Other Human Factors Contributing to Ignition**

00 Human factors contributing to ignition, other.  
NN None.  
UU Undetermined.

**FIRE SUPPRESSION FACTORS CODES** - Factors that contributed to the growth, spread, or suppression of the fire. Enter up to 3 Factors.

**Building Construction or Design**

112 Roof collapse.  
113 Roof assembly combustible.  
121 Ceiling collapse.  
125 Holes or openings in walls or ceilings.  
131 Wall collapse.  
132 Difficult to ventilate.  
134 Combustible interior finish.  
137 Balloon construction.  
138 Internal arrangement of partitions.  
139 Internal arrangement of stock or contents.  
141 Floor collapse.  
151 Lack of fire barrier walls or doors.  
153 Transoms.  
161 Attic undivided.  
166 Insulation combustible.  
173 Stairwell not enclosed.  
174 Elevator shaft.  
175 Dumbwaiter.  
176 Duct, vertical.  
177 Chute: rubbish, garbage, laundry.  
181 Supports unprotected.  
182 Composite plywood I-beam construction.  
183 Composite roof/floor sheathing construction.  
185 Wood truss construction.  
186 Metal truss construction.  
187 Fixed burglar protection assemblies (bars, grills on windows or doors).  
188 Quick release failure of bars on windows or doors.  
192 Previously damaged by fire.  
100 Building construction or design, other.

**Act or Omission**

213 Doors left open or outside door unsecured.  
214 Fire doors blocked or did not close properly.  
218 Violation of applicable or locally adopted fire, building, or life safety code.  
222 Illegal and clandestine drug operation.  
232 Intoxication, drugs or alcohol.  
253 Riot or civil disturbance. Includes hostile acts.  
254 Person(s) interfered with operations.  
283 Accelerant used.  
200 Act or omission, other.

**On-Site Materials**

311 Aisles blocked or improper width.  
312 Significant and unusual fuel load from structure components.  
313 Significant and unusual fuel load from contents of structure.  
314 Significant and unusual fuel load outside from natural environment conditions.  
315 Significant and unusual fuel load from man-made condition.  
316 Storage, improper.  
321 Radiological hazard onsite.  
322 Biological hazard onsite.
323 Cryogenic hazard onsite.
324 Hazardous chemical, corrosive material, or oxidizer.
325 Flammable/combustible liquid hazard.
327 Explosives hazard present.
331 Decorations. Includes crepe paper, garland.
341 Natural or other lighter-than-air gas present.
342 Liquefied petroleum (LPG) or other heavier-than-air gas present.
361 Combustible storage >12 feet to top of storage. Excludes rack storage (362).
362 High rack storage.
300 On-site materials, other.

Delays

411 Delayed detection of fire.
412 Delayed reporting of fire. Includes occupants investigating the source of the alarm or smoke before calling the fire department
413 Alarm system malfunction.
414 Alarm system shut off for valid reason. Includes systems being maintained or repaired.
415 Alarm system inappropriately shut off.
421 Unable to contact fire department. Includes use of wrong phone number and cellular mobile phone problems.
424 Information incomplete or incorrect.
425 Communications problem; system failure of local, public, or other telephone network.
431 Blocked or obstructed roadway. Includes blockages due to construction or illegal parking.
434 Poor or no access for fire department apparatus.
435 Traffic delay.
436 Trouble finding location.
437 Size, height, or other building characteristic delayed access to fire.
438 Power lines down/arc ing.
443 Poor access for firefighters.
444 Secured area.
445 Guard dogs.
446 Aggressive animals. Excludes guard dogs (445).
447 Suppression delayed due to evaluation of hazardous or unknown materials at incident scene.
448 Locked or jammed doors.
451 Apparatus failure before arrival at incident.
452 Hydrants inoperative.
461 Airspace restriction.
462 Military activity.
481 Closest apparatus unavailable.
400 Delays, other.

Protective Equipment

510 Automatic fire suppression system problem. Includes system failures, shutoffs, inadequate protection to cover hazard, and the like.
520 Automatic sprinkler or standpipe/fire department connection problem. Includes damage, blockage, failure, improper installation.
531 Water supply inadequate: private.
532 Water supply inadequate: public.
543 Electrical power outage.
561 Failure of rated fire protection assembly. Includes fire doors, fire walls, floor/ceiling assemblies, and the like.
562 Protective equipment negated illegally or irresponsibly. Includes fire doors, dampers, sprinklers, and the like.
500 Protective equipment, other.

Egress/Exit Problems

611 Occupancy load above legal limit.
612 Evacuation activity impeded fire department access.
613 Window type impeded egress. Includes windows too small.
614 Windowless wall.
621 Young occupants.
622 Elderly occupants
623 Physically disabled occupants.
624 Mentally disabled occupants.
625 Physically restrained/confined occupants.
626 Medically disabled occupants.
641 Special event.
642 Public gathering.
600 Egress/exit problems, other.
Natural Conditions

711 Drought or low fuel moisture.
712 Humidity, low.
713 Humidity, high.
714 Temperature, low.
715 Temperature, high.
721 Fog.
722 Flooding.
723 Ice.
724 Rain.
725 Snow.

732 Wind. Includes hurricanes and tornados.
741 Earthquake.
760 Unusual vegetation fuel loading.
771 Threatened or endangered species.
772 Timber sale activity.
773 Fire restriction.
774 Historic disturbance (past fire history can dictate fire behavior).

775 Urban-wildland interface area.
700 Natural conditions, other.

Other Fire Suppression Factors

000 Fire suppression factors, other.
NNN None

HEAT SOURCE CODES

Operating Equipment

11 Spark, ember, or flame from operating equipment.
12 Radiated or conducted heat from operating equipment.
13 Electrical arcing.
10 Heat from operating equipment, other.

Hot or Smoldering Object

41 Heat, spark from friction. Includes overheated tires.
42 Molten, hot material. Includes molten metal, hot forging, hot glass, hot metal fragment, brake shoe, hot box, and slag from arc welding operations.
43 Hot ember or ash. Includes hot coals, coke, and charcoal; and sparks or embers from a chimney that ignite the roof of the same structure. Excludes flying brand, embers, and sparks (83); and embers accidentally escaping from operating equipment (11).
40 Hot or smoldering object, other.

Explosives, Fireworks

51 Munitions. Includes bombs, ammunition, and military rockets.
53 Blasting agent, primer cord, black powder fuse.
54 Fireworks. Includes fertilizing agents, ammonium nitrate, and sodium, potassium, or other chemical agents.
55 Model and amateur rockets.
56 Incendiary device.
50 Explosive, fireworks, other.

Other Open Flame or Smoking Materials

61 Cigarette.
62 Pipe or cigar.
63 Heat from undetermined smoking material.
64 Match.
65 Lighter: cigarette lighter, cigar lighter.

66 Candle.
67 Warning or road flare; fusee.
68 Backfire from internal combustion engine. Excludes flames and sparks from an exhaust system (11).
69 Flame/torch used for lighting. Includes gas light and gas-liquid-fueled lantern.
60 Heat from open flame or smoking materials, other.

Chemical, Natural Heat Sources

71 Sunlight. Usually magnified through glass, bottles, etc.
72 Spontaneous combustion, chemical reaction.
73 Lightning discharge.
74 Other static discharge. Excludes electrical arcs (13) or sparks (11).
70 Chemical, natural heat sources, other.
Heat Spread From Another Fire. Excludes operating equipment.

81 Heat from direct flame, convection currents spreading from another fire.
82 Radiated heat from another fire. Excludes heat from exhaust systems of fuel-fired, fuel powered equipment (12).
83 Flying brand, ember, spark. Excludes embers, sparks from a chimney igniting the roof of the same structure (43).
84 Conducted heat from another fire.
80 Heat spread from another fire, other.

Other Heat Sources

97 Multiple heat sources, including multiple ignitions. If one type of heat source was primarily involved, use that classification.
00 Heat sources, other.
UU Undetermined

MOBILE PROPERTY TYPE CODES—Property that is designed and constructed to be mobile, movable under its own power, or towed, such as an airplane, automobile, boat, cargo trailer, farm vehicle, motorcycle, or recreation vehicle.

Passenger Road Vehicles

11 Automobile, passenger car, ambulance, limousine, race car, taxicab.
12 Bus, school bus. Includes "trackless" trolley buses.
13 Off-road recreational vehicle. Includes dune buggies, golf carts, go-carts, snowmobiles. Excludes sport utility vehicles (11) and motorcycles (18).
14 Motor home (has own engine), camper mounted on pickup, bookmobile.
15 Trailer, travel; designed to be towed.
16 Trailer, camping; collapsible, designed to be towed.
17 Mobile home, bank, classroom, or office (all designed to be towed), whether mounted on a chassis or on blocks for semi-permanent use.
18 Motorcycle, trail bike. Includes motor scooters and mopeds.
10 Passenger road vehicles, other.

Freight Road Vehicles

21 General use truck, dump truck, fire apparatus.
22 Hauling rig (non-motorized), pickup truck.
23 Trailer, semi; designed for freight (with or without tractor).
24 Tank truck, nonflammable cargo. Includes milk and water tankers, liquid nitrogen tankers.
25 Tank truck, flammable or combustible liquid, chemical cargo.
26 Tank truck, compressed gas or LP gas.
27 Garbage, waste, refuse truck. Includes recyclable material collection trucks. Excludes roll-on-type trash containers (73).
20 Freight road transport vehicles, other.

Rail Transport Vehicles

31 Diner car, passenger car.
32 Box, freight, or hopper car.
33 Tank car.

34 Container or piggyback car (see 73 for container).
35 Engine/locomotive.
37 Maintenance equipment car. Includes cabooses and cranes.
30 Rail transport vehicles, other.

Water Vessels

41 Boat less than 65 ft (20 m) in length overall. Excludes commercial fishing vessels (48).
42 Boat or ship equal to or greater than 65 ft (20 m) in length but less than 1,000 tons.
43 Cruise liner or passenger ship equal to or greater than 1,000 tons.
44 Tank ship.
45 Personal water craft. Includes one- or two-person recreational water craft.
46 Cargo or military ship equal to or greater than 1,000 tons. Includes
vessels not classified in 44 and 47.

47 Non-self-propelled vessel. Includes all vessels without their own motive power, such as towed petroleum balloons, barges, and other towed or towable vessels. Excludes sailboats (49).

48 Commercial fishing or processing vessel. Includes shell fishing vessels.

49 Sailboat. Includes those with auxiliary power.

40 Water transport vessels, other.

**Aircraft**

51 Personal, business, utility aircraft less than 12,500 lbs. (5,670 kg) gross weight. Includes gliders.

52 Personal, business, utility aircraft equal to or greater than 12,500 lb (5,670 kg) gross weight.

53 Commercial aircraft: propeller-driven, fixed-wing. Includes turbo props.

54 Commercial aircraft: jet and other turbine-powered, fixed-wing.

55 Helicopters, nonmilitary. Includes gyrocopters.

56 Military fixed-wing aircraft. Includes bomber, fighter, patrol, vertical takeoff and landing (fixed-wing vertical stall) aircraft.

57 Military non-fixed-wing aircraft. Includes helicopters.

58 Balloon vehicles. Includes hot air balloons and blimps.

50 Air transport vehicles, other.

**Industrial, Agricultural, Construction Vehicles**

61 Construction vehicle. Includes bulldozers, shovels, graders, scrapers, trenchers, plows, tunneling equipment, and road pavers.

63 Loader, industrial. Includes fork lifts, industrial tow motors, loaders, and stackers.

64 Crane.

65 Agricultural vehicle, baler, chopper (farm use).

67 Timber harvest vehicle. Includes skycars, loaders.

60 Industrial, construction, or agricultural vehicles, other.

**Mobile Property, Miscellaneous**

71 Home, garden vehicle. Includes riding lawn mowers, snow removal vehicles, riding tractors. Excludes equipment where operator does not ride. See Equipment Involved in Ignition.

73 Shipping container, mechanically moved. Includes haulable trash containers, intermodal shipping containers.

74 Armored vehicle. Includes armored cars and military vehicles. Excludes armored aircraft and ships.

75 Missile, rocket, and space vehicles.

76 Aerial tramway vehicle.

00 Mobile property, other.

NN No mobile property

**EQUIPMENT INVOLVED IN IGNITION CODES**

Heating, Ventilation, and Air Conditioning

111 Air conditioner.

112 Heat pump.

113 Fan.


115 Ionizer.

116 Dehumidifier, portable.

117 Evaporative cooler, cooling tower.

121 Fireplace, masonry.

122 Fireplace, factory-built.

123 Fireplace, insert/stove.

124 Stove, heating.

125 Chimney connector, vent connector.

126 Chimney: brick, stone, masonry.

127 Chimney: metal. Includes stovepipes and flues.

120 Fireplace, chimney, other.

131 Furnace, local heating unit, built-in. Includes built-in humidifiers. Excludes process furnaces, kilns (353).

132 Furnace, central heating unit. Includes built-in humidifiers. Excludes process furnaces, kilns. (353)

133 Boiler (power, process, heating).
141 Heater. Includes floor furnaces, wall heaters, and baseboard heaters. 
Excludes catalytic heaters (142), oil-filled heaters (143), hot water heaters (152).
142 Heater, catalytic.
143 Heater, oil-filled.
Excludes kerosene heaters (141).
144 Heat lamp.

Equipment Involved in

145 Heat tape.
151 Water heater. Includes sink-mounted instant hot water heaters and waterbed heaters.
152 Steam line, heat pipe, hot air duct. Includes radiators and hot water baseboard heaters.
100 Heating, ventilation, and air conditioning, other.

Electrical Distribution, Lighting, and Power Transfer

211 Electrical power (utility) line. Excludes wires from the utility pole to the structure.
212 Electrical service supply wires; wires from utility pole to meter box.
213 Electric meter, meter box.
214 Electrical wiring from meter box to circuit breaker board, fuse box, or panel board.
215 Panel board (fuse); switchboard, circuit breaker board with or without ground-fault interrupter
216 Electrical branch circuit. Includes armored (metallic) cable, nonmetallic sheathing, or wire in conduit.
217 Outlet, receptacle. Includes wall-type receptacles, electric dryer and stove receptacles.
218 Wall-type switch. Includes light switches.
219 Ground-fault interrupter (GFI), portable, plug-in.
210 Electrical wiring, other.
221 Transformer, distribution-type.
222 Overcurrent, disconnect equipment. Excludes panel boards.
223 Transformer, low-voltage (not more than 50 volts).
224 Generator.
225 Inverter.
226 Uninterrupted power supply (UPS).
227 Surge protector.
228 Battery charger, rectifier.
229 Battery. Includes all battery types.
231 Lamp: tabletop, floor, desk. Excludes halogen fixtures (235) and light bulbs (238).
232 Lantern, flashlight.
233 Incandescent lighting fixture.
234 Fluorescent lighting fixture, ballast.
235 Halogen lighting fixture or lamp.
236 Sodium, mercury vapor lighting fixture or lamp.
237 Portable or movable work light, trouble light.
238 Light bulb.
230 Lamp, lighting, other.
241 Night light.
242 Decorative lights, line voltage. Includes holiday lighting, Christmas lights.
243 Decorative or landscape lighting, low voltage.
244 Sign. Includes neon signs.
251 Fence, electric.
252 Traffic control device.
253 Lightning rod, arrester/grounding device.
261 Power cord, plug; detachable from appliance.
262 Power cord, plug; permanently attached to appliance.
263 Extension cord.
260 Cord, plug, other.
260 Electrical distribution, lighting, and power transfer, other.

Shop Tools and Industrial Equipment

311 Power saw.
312 Power lathe.
313 Power shaper, router, jointer, planer.
314 Power cutting tool.
315 Power drill, screwdriver.
316 Power sander, grinder, buffer, polisher.
317 Power hammer, jackhammer.
318 Power nail gun, stud driver, stapler.
310 Power tools, other.
321 Paint dipper.
322 Paint flow coating machine.
323 Paint mixing machine.
324 Paint sprayer.
325 Coating machine.
Includes asphalt-saturating and rubber-spreading machines.
320 Painting tools, other.
331 Welding torch. Excludes cutting torches (332).
332 Cutting torch. Excludes welding torches (331).
333 Burners. Includes Bunsen burners, plumber furnaces, and blowtorches. Excludes weed burners (523).
334 Soldering equipment.
341 Air compressor.
342 Gas compressor.
343 Atomizing equipment. Excludes paint spraying equipment (324).
344 Pump. Excludes pumps integrated with other types of equipment.
345 Wet/dry vacuum (shop vacuum).
346 Hoist, lift, crane.
347 Powered jacking equipment. Includes hydraulic rescue tools.
348 Drilling machinery or equipment. Includes water or gas drilling equipment.
340 Hydraulic equipment, other.
351 Heat-treating equipment.
352 Incinerator.
353 Industrial furnace, oven, kiln. Excludes ovens for cooking (646).
354 Tarpot, tar kettle.
355 Casting, molding, forging equipment.
356 Distilling equipment.
357 Digestor, reactor.
358 Extractor, waste recovery machine. Includes solvent extractors such as used in dry-cleaning operations and garnetting equipment.
361 Conveyor. Excludes agricultural conveyors (513).
362 Power transfer equipment: ropes, cables, blocks, belts.
363 Power takeoff.
364 Powered valves.
365 Bearing or brake.
371 Picking, carding, weaving machine. Includes cotton gins.
372 Testing equipment.
373 Gas regulator. Includes propane, butane, LP, or natural gas regulators and flexible hose connectors to gas appliances.
374 Motor, separate. Includes bench motors. Excludes internal combustion motors (375).
375 Internal combustion engine (non-vehicular).
376 Printing press.
377 Car washing equipment.
300 Shop tools and industrial equipment, other.

**Commercial and Medical Equipment**

411 Dental, medical, or other powered bed or chair. Includes powered wheelchairs.
412 Dental equipment, other.
413 Dialysis equipment.
414 Medical imaging equipment. Includes MRI, CAT scan, and ultrasound.
415 Medical monitoring equipment.
416 Oxygen administration equipment.
417 Radiological equipment, x-ray, radiation therapy.
418 Sterilizer, medical.
419 Therapeutic equipment.
410 Medical equipment, other.
421 Transmitter.
422 Telephone switching gear, including PBX.
423 TV monitor array. Includes control panels with multiple TV monitors and security monitoring stations. Excludes single TV monitor configurations (753).
424 Studio-type TV camera. Includes professional studio television cameras. Excludes home camcorders and video equipment (756).
425 Studio-type sound recording/modulating equipment.
426 Radar equipment.
431 Amusement ride equipment.
432 Ski lift.
433 Elevator or lift.
434 Escalator.
441 Microfilm, microfiche viewing equipment.
442 Photo processing equipment. Includes microfilm processing equipment.
443 Vending machine.
445 Water fountain, water cooler.
446 Telescope. Includes radio telescopes.
451 Electron microscope.
450 Laboratory equipment, other.
400 Commercial and medical equipment, other.
### Garden Tools and Agricultural Equipment

- **511** Combine, threshing machine.
- **512** Hay processing equipment.
- **513** Farm elevator or conveyor.
- **514** Silo loader, unloader, screw/sweep auger.
- **515** Feed grinder, mixer, blender.
- **516** Milking machine.
- **517** Pasteurizer. Includes milk pasteurizers.
- **518** Cream separator.
- **521** Sprayer, farm or garden.
- **522** Chain saw.
- **523** Weed burner.
- **524** Lawn mower.
- **525** Lawn, landscape trimmer, edger.
- **531** Lawn vacuum.
- **532** Leaf blower.
- **533** Mulcher, grinder, chipper. Includes leaf mulchers.
- **534** Snow blower, thrower.
- **535** Log splitter.
- **536** Post hole auger.
- **537** Post driver, pile driver.
- **538** Tiller, cultivator.
- **500** Garden tools and agricultural equipment, other.

### Kitchen and Cooking Equipment

- **611** Blender, juicer, food processor, mixer.
- **612** Coffee grinder.
- **621** Can opener.
- **622** Knife.
- **623** Knife sharpener.
- **631** Coffee maker or teapot.
- **632** Food warmer, hot plate.
- **633** Kettle.
- **634** Popcorn popper.
- **635** Pressure cooker or canner.
- **636** Slow cooker.
- **637** Toaster, toaster oven, countertop broiler.
- **638** Waffle iron, griddle.
- **639** Wok, frying pan, skillet.
- **641** Bread-making machine.
- **642** Deep fryer.
- **643** Grill, hibachi, barbecue.
- **644** Microwave oven.
- **645** Oven, rotisserie.
- **646** Range with or without an oven or cooking surface. Includes counter-mounted stoves.
- **647** Steam table, warming drawer/table.
- **651** Dishwasher.
- **652** Freezer when separate from refrigerator.
- **653** Garbage disposer.
- **654** Grease hood/duct exhaust fan.
- **655** Ice maker (separate from refrigerator).
- **656** Refrigerator, refrigerator/freezer.
- **660** Kitchen and cooking equipment, other.

### Electronic and Other Electrical Equipment

- **711** Computer. Includes devices such as hard drives and modems installed within a computer (711). Excludes such devices when they are installed within a computer (711).
- **713** Computer modem, external. Includes digital, ISDN modems, cable modems, and modem racks. Excludes modems installed within a computer (711).
- **714** Computer monitor. Includes LCD or flat-screen monitors.
- **715** Computer printer. Includes multifunctional devices such as copier, fax, and scanner.
- **716** Computer projection device, LCD panel, projector.
- **710** Computer device, other.
- **721** Adding machine, calculator.
- **722** Telephone or answering machine.
- **723** Cash register.
- **724** Copier. Includes large standalone copiers. Excludes small copiers and multifunctional devices (715).
- **725** Fax machine.
- **726** Paper shredder.
- **727** Postage, shipping meter equipment.
- **728** Typewriter.
- **720** Office equipment, other.
- **731** Guitar.
- **732** Piano, organ. Includes player pianos. Excludes synthesizers and musical keyboards (733).
- **733** Musical synthesizer or keyboard. Excludes pianos, organs (732).
- **730** Musical instrument, other.
741 CD player (audio). Excludes computer CD, DVD players (712).
742 Laser disk player. Includes DVD players and recorders.
743 Radio. Excludes two-way radios (744).
744 Radio, two-way.
745 Record player, phonograph, turntable.
747 Speakers, audio; separate components.
748 Stereo equipment. Includes receivers, amplifiers, equalizers. Excludes speakers (747).
749 Tape recorder or player.
740 Sound recording or receiving equipment, other.
751 Cable converter box.
752 Projector: film, slide, overhead.
753 Television.
754 VCR or VCR–TV combination.
755 Video game, electronic.
756 Camcorder, video camera.
757 Photographic camera and equipment. Includes digital cameras.
750 Video equipment, other.
700 Electronic equipment, other.

**Personal and Household Equipment**

811 Clothes dryer.
812 Trash compactor.
813 Washer/dryer combination (within one frame).
814 Washing machine, clothes.
821 Hot tub, whirlpool, spa.
822 Swimming pool equipment.
830 Floor care equipment, other.
831 Broom, electric.
832 Carpet cleaning equipment. Includes rug shampooers.
833 Floor buffer, waxer, cleaner.
834 Vacuum cleaner.
841 Comb, hair brush.
842 Curling iron.
843 Electrolysis equipment.
844 Hair curler warmer.
845 Hair dryer.
846 Makeup mirror, lighted.
847 Razor, shaver (electric).
848 Sun tan equipment, sunlamp.
849 Toothbrush (electric).
850 Portable appliance designed to produce heat, other.
851 Baby bottle warmer.
852 Blanket, electric.
853 Heating pad.
854 Clothes steamer.
855 Clothes iron.
861 Automatic door opener. Excludes garage door openers (863).
862 Burglar alarm.
863 Garage door opener.
864 Gas detector.
865 Intercom.
866 Smoke or heat detector, fire alarm. Includes control equipment.
868 Thermostat.
871 Ashtray.
872 Charcoal lighter, utility lighter.
873 Cigarette lighter, pipe lighter.
874 Fire-extinguishing equipment. Includes electronic controls.
875 Insect trap. Includes bug zappers.
876 Timer.
881 Model vehicles. Includes model airplanes, boats, rockets, and powered vehicles used for hobby and recreational purposes.
882 Toy, powered.
883 Wood burning kit.
891 Clock.
892 Gun.
893 Jewelry-cleaning machine.
894 Scissors.
895 Sewing machine.
896 Shoe polisher.
897 Sterilizer, non-medical.
800 Personal and household equipment, other.

**Other Equipment**

**Involved in Ignition**

000 Equipment involved in ignition, other.
NNNN None.
UUUU Undetermined
Enter in the Building, Homes, and Other Structure information for the amount that were Ignited, Threatened, or Lost. Put in 0 if there is no: Ignition, Threatened, or Loss to any building, homes, or other structures.

**Number of Buildings Ignited**
**Number of Buildings Threatened**
**Number of Homes Threatened**
**Number of Homes Lost**
**Number of Other Structures Threatened**
**Number of Other Structures Lost**

**IQS’s numbers** - Will be entered by the South Dakota Wildland Fire Division

**Submitted By** - who submitted the form and their title. Add a contact phone number if available.

**E. Civilian Fire Casualty Form**

Any injury or fatality needs to be recorded.

**Injured Person**

**Casualty Number** - A unique number is assigned to each casualty occurring at a single incident or resulting from an incident. A separate Casualty Number is assigned to each casualty

The first name, middle initial, last name, and gender that will identify the casualty.

Suffix: Find the correct suffix, *if it is part of*, the individuals name.

**SUFFIX CODES**

<table>
<thead>
<tr>
<th>DDS</th>
<th>I</th>
<th>II</th>
<th>III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctor or Dental Science</td>
<td>The First</td>
<td>The Second</td>
<td>The Third</td>
</tr>
</tbody>
</table>

**Gender is a required field**

**GENDER CODES**

1 Male
2 Female
Age or Date of Birth

-Enter either the fire casualty’s age OR the casualty’s date of birth. Do not enter both. This shows the age being required, but the Date of Birth can be substituted in if that is what is available, and the form can be completed.

Age - The casualty’s age in years or, if the casualty is an infant, the age is in months.

Date of Birth- The month, day, and year of birth of the casualty, month, day, and year (mm/dd/yyyy).

Race - The identification of the race of the casualty, based on U.S. Office of Management and Budget (OMB) designations.
- Hispanic is not considered a race, because a person can be black and Hispanic, white and Hispanic, etc.

RACE CODES
1 White. 5 Native Hawaiian or other Pacific Islander.
2 Black or African American. 0 Other. Includes multiracial.
3 American Indian or Alaska Native. U Undetermined
4 Asian.

Ethnicity- Identifies the ethnicity of the casualty. Ethnicity is an ethnic classification or affiliation. Ethnicity designates a population subgroup having a common cultural heritage, as distinguished by customs, characteristics, language, common history, etc.

Currently, Hispanic/Latino is the only OMB designation for ethnicity. Codes are below:

0 Non-Hispanic or Latino
1 Hispanic or Latino

Affiliation- Indicates whether the casualty involved in the incident was an emergency services responder or a civilian. This entry identifies the groups suffering casualties.

0 - Other: Persons working at the scene from other public or private service organizations such as the utility company, other city agencies, the Red Cross, the Salvation Army, etc.
1 - Civilian: Non-emergency services personnel such as occupants, passers-by, and onlookers.
2 - EMS: Emergency EMS personnel who are not members of the fire department.
3 - Police: Persons from law enforcement agencies working at the scene.

Date - Enter the month, day, and year when the injury occurred (mm/dd/yyyy).

Time - The time of day, using the 24-hour clock, when the injury occurred. Midnight is 0000 and signifies the start of a new day. (00:00:00)
Severity - The relative severity or seriousness of the injury on a scale from “least serious” (minor) to “most serious” (death). The severity of a casualty’s injury is often used as an indicator of the impact of the incident.

SEVERITY CODES

1 Minor. The patient is not in danger of death or permanent disability. Immediate medical care is not necessary.
2 Moderate. There is little danger of death or permanent disability. Quick medical care is advisable. This category includes injuries such as fractures or lacerations requiring sutures.
3 Severe. The situation is potentially life threatening if the condition remains uncontrolled. Immediate medical care is necessary even though body processes may still be functioning and vital signs may be normal.
4 Life threatening. Death is imminent; body processes and vital signs are not normal. Immediate medical care is necessary. This category includes cases such as severe hemorrhaging, severe multiple trauma, and multiple internal injuries.
5 Death.
U Undetermined

Cause of Injury - The physical event that caused the injury.

CAUSE OF INJURY CODES

0 Cause of injury, other.
1 Exposed to fire products, such as flame, heat, smoke, or gas.
2 Exposed to hazardous materials or toxic fumes other than smoke.
3 Jumped in escape attempt.
4 Fell, slipped, or tripped.
5 Caught or trapped.
6 Structural collapse.
7 Struck by or contact with object. Includes assaults by persons or animals.
8 Overexertion or strain.
9 Multiple causes.
U Undetermined.

HUMAN FACTORS CONTRIBUTING TO INJURY CODES - The physical or mental state of the person before becoming a casualty.

N None.
1 Asleep, no known impairment.
2 Unconscious.
3 Possibly impaired by alcohol.
4 Possibly impaired by other drug or chemical.
5 Possibly mentally disabled.
6 Physically disabled. Includes temporary conditions or overexertion.
7 Physically restrained.
8 Unattended or unsupervised person. Includes persons too young/old to act.
FACTORS CONTRIBUTING TO INJURY CODES- The most significant factors contributing to the injury of the casualty. Enter up to (2) Factors Contributing to the Injury.

**Egress Problem**
- 11 Crowd situation, limited exits.
- 12 Mechanical obstacles to exit. Includes items blocking exit.
- 13 Locked exit or other problem with exit.
- 14 Problem with quick-release burglar or security bar.
- 15 Burglar or security bar, intrusion barrier.
- 16 Window type or size impeded egress.
- 10 Egress problem, other.

**Fire Pattern**
- 21 Exits blocked by flame.
- 22 Exits blocked by smoke.
- 23 Vision blocked or impaired by smoke.
- 24 Trapped above fire.
- Civilian Fire Casualty Module - L
- 25 Trapped below fire.

**Escape**
- 20 Fire pattern, other.
- 31 Unfamiliar with exits.
- 32 Excessive travel distance to nearest clear exit.
- 33 Chose inappropriate exit route.
- 34 Re-entered building.
- 35 Clothing caught fire while escaping. Excludes clothing on a person intimately involved with ignition (91).
- 30 Escape, other.

**Equipment-Related Factor**
- 52 Vehicle collision, rollover.
- 50 Vehicle-related, other.

**Collapse**
- 40 Collapse, other.
- 41 Roof collapse.
- 42 Wall collapse.
- 43 Floor collapse.

**Vehicle-Related Factors**
- 51 Trapped in/by vehicle.

**Other Special Factors**
- 91 Clothing burned, not while escaping. Includes clothing on a person intimately involved with ignition. Excludes clothing that caught fire while escaping (35).
- 92 Overexertion.
- 00 Factor contributing to injury, other.
- NN None.

**Activity When Injured Codes**- The action or activity in which the person was engaged at the time of the injury.

- 1 Escaping.
- 6 Sleeping.
- 2 Rescue attempt.
- 7 Unable to act.
- 3 Fire control.
- 8 Irrational act.
- 4 Returning to vicinity of fire before control of fire. Excludes rescue attempt (2).
- 0 Activity, other.
- 5 Returning to vicinity of fire after control of fire. Includes cleanup and salvage.
- U Undetermined
**LOCATION AT TIME OF INCIDENT CODES** - The location of the casualty in relationship to the area of fire origin - *at the time the fire started.*

- **0** Other location
- **1** In area of origin and not involved in starting the fire.
- **2** Not in area of origin and not involved in starting the fire.
- **3** Not in area of origin, but involved in starting the fire.
- **4** In area of ignition and involved in starting the fire.
- **U** Undetermined

**General Location at Time of Injury** - The general location of the casualty in relationship to the area of fire origin - *at the time the injury was sustained.*

**GENERAL LOCATION AT TIME OF INJURY CODES**

- **1** In area of fire origin, whether that is inside or outside a building.
- **2** In building of origin, but not in area of origin.
- **3** Outside, but not in area of origin.
- **U** Undetermined.

**Story at Start of Incident** - Identifies the story where the casualty was located at the start of the incident.

- For split grades, consider the main egress point as the first story.

**Story Where Injury Occurred** - Identifies the story where the casualty was located when the injury occurred.

**SPECIFIC LOCATION AT TIME OF INJURY CODES** - Identifies the specific location of the casualty at the time of the injury.

**Means of Egress**

- **01** Hallway corridor, mall. Includes fire escapes, exterior ramps.
- **02** Exterior stairway. Includes interior ramps.
- **03** Interior stairway or ramp. Includes interior ramps.
- **04** Escalator: exterior, interior.
- **05** Entranceway, lobby.
- **09** Egress/exit, other.

**Assembly or Sales Areas (Groups of People)**

- **11** Arena, assembly area with fixed seats for 100 or more people. Includes auditoriums, chapels, places of worship, classrooms, lecture halls, arenas, theaters.
- **12** Assembly area without fixed seats for 100 or more people. Includes ballrooms, bowling alleys, gymnasiums, multiuse areas, roller or ice skating rinks.
- **13** Assembly area without fixed seats for less than 100 people. Includes meeting rooms, classrooms, multiuse areas.
- **14** Common room, den, family room, living room, lounge, music room, recreation room, sitting room.
- **15** Sales area, showroom. Excludes display windows (56).
- **16** Art gallery, exhibit hall, library.
- **17** Swimming pool.
- **10** Assembly or sales areas, other.

**Function Areas**

- **21** Bedroom for less than five people. Includes jail or prison cells, lockups,
patient rooms, sleeping areas.

22 Bedroom for more than five people. Includes barracks, dormitories, patient wards.

23 Bar area, beverage service area, cafeteria, canteen area, dining room, luncheon, mess hall.

24 Cooking area, kitchen.

25 Bathroom, checkroom, lavatory, locker room, powder room, outhouse, portable toilet, sauna area.

26 Laundry area, wash house (laundry).

27 Office.

28 Personal service area. Includes barber/beauty salon area, exercise/health club, massage area.

20 Function areas, other.

**Technical Processing Areas**

31 Laboratory.

32 Dark room, photography area, printing area.

33 Treatment: first-aid area, surgery area (minor procedures).

34 Surgery area: major operations, operating room or theater, recovery room.

35 Computer room, control room or center, data processing center, electronic equipment area, telephone booth or area, radar room.

36 Stage area: performance, basketball court, boxing ring, dressing room (backstage), ice rink.

37 Projection room, spotlight area, stage light area.

38 Processing/manufacturing area, workroom, assembly area.

30 Technical processing areas, other.

**Storage Areas**

41 Storage room, area, tank, bin. Includes all areas where products are held awaiting process, shipment, use, sale.

42 Closet.

43 Storage: supplies or tools. Includes dead storage, maintenance supply room, tool room, basement (unfinished).

44 Records storage room, storage vault.

45 Shipping/receiving area: loading area, dock or bay, mail room, packing area.

46 Chute/container: trash, rubbish, waste. Includes compactor and garbage areas. Excludes incinerators (64).

47 Vehicle storage area: garage, carport.

40 Storage areas, other.

**Service Areas**

51 Dumbwaiter or elevator shaft.

52 Conduit, pipe, utility, or ventilation shaft.

53 Light shaft.

54 Chute. Includes laundry or mail chutes. Excludes trash chutes (46).

55 Duct. Includes HVAC, cable, exhaust.

56 Display window.

58 Conveyor.

50 Service areas, other.

**Service or Equipment Areas**

61 Machinery room or area. Includes elevator machinery room, engine room, head house, pump room, refrigeration room.

62 Heating room or area, water heater area.

63 Switchgear area, transformer vault.

64 Incinerator area.

65 Maintenance shop or area. Includes paint shop, repair shop, welding area, workshop.

66 Cell, test.

67 Enclosure, pressurized air.

68 Enclosure with enriched oxygen atmosphere.

60 Service or equipment areas, other.

**Structural Areas**

71 Substructure area or space, crawl space.

72 Exterior balcony, unenclosed porch.

Excludes enclosed porches (93)

73 Ceiling and floor assembly, crawl space between stories.

74 Attic: vacant, crawl space above top story. Includes cupola, concealed roof/ceiling space, steeple.

75 Wall assembly, concealed wall space.

76 Wall surface, exterior.

77 Roof surface, exterior.

78 Awning.

70 Structural areas, other.
Transportation, Vehicle Areas

81 Operator/passenger area of transportation equipment.
82 Cargo/trunk area—all vehicles.
83 Engine area, running gear, wheel area.
84 Fuel tank, fuel line.
85 Separate operator/control area of transportation equipment.
Includes bridges of ships, cockpit of planes.
Excludes automobile, trucks, buses (81).
86 Exterior, exposed surface.
80 Vehicle areas, other.

Outside Areas

91 Railroad right-of-way: on or near.
92 Highway, parking lot, street: on or near.
93 Courtyard, patio, terrace. Includes screened-in porches. Excludes unenclosed porches (72).

Primary Apparent Symptom Codes - The casualty’s most serious apparent

01 Smoke inhalation.
02 Hazardous fumes inhalation.
03 Breathing difficulty or shortness of breath.
11 Burns and smoke inhalation.
12 Burns only, thermal
13 Burn, scald.
14 Burn, chemical
15 Burn, electric.
21 Cut or laceration.
22 Stab or puncture wound: penetrating.
23 Gunshot wound, projectile wound.
24 Contusion/bruise, minor trauma.
25 Abrasion.
31 Dislocation.
32 Fracture.
33 Strain or sprain.
34 Swelling.
35 Crushing.
36 Amputation.
41 Cardiac symptoms.
42 Cardiac arrest.
43 Stroke.
44 Respiratory arrest.
51 Chills.
52 Fever.
53 Nausea.
54 Vomiting.
55 Numbness or tingling, paresthesia.
56 Paralysis.
57 Frostbite.
50 Sickness, other.
61 Miscarriage.
63 Eye trauma, avulsion.
64 Drowning.
65 Foreign body obstruction.
66 Electric shock.
67 Poison.
71 Convulsion or seizure.
72 Internal trauma.
73 Hemorrhaging, bleeding internally.
81 Disorientation.
82 Dizziness/fainting/weakness.
83 Exhaustion/fatigue.
Includes heat exhaustion.
84 Heat stroke.
85 Dehydration.
91 Allergic reaction.
Includes anaphylactic shock and hypersensitivity to medication.
92 Drug overdose.
93 Alcohol impairment.
94 Emotional/psychological stress.
95 Mental disorder.
96 Shock.
97 Unconscious.
98 Pain only.
NN- None
UU Undetermined

Outside, exposed surface.

Vehicle areas, other.

Exterior, exposed surface.

Other Specific Area of Fire Origin

00 Specific area of fire origin, other.
UU Undetermined

00 Primary apparent symptom, other
**PRIMARY AREA OF BODY INJURED CODES**

The part of the body that sustained the most serious injury.

1. Head.
2. Neck or shoulder.
4. Abdomen.
5. Spine. Excludes back (3).
6. Upper extremities. Includes arms and hands.
7. Lower extremities. Includes legs and feet.
8. Internal.
9. Multiple body parts

**Disposition** - Stipulates whether the casualty was taken to an emergency care facility. Use the dropdown box if the any one was transported to an emergency care facility.

1. Transported to Emergency Care Facility

If another casualty needs to be entered, click on “Save and Enter Additional Casualty, and fill out a new form for each casualty.

If the form is complete click on “Save and Continue.”

**F. Fire Service Casualty Form**

The Fire Service Casualty Module is used to report all injuries, deaths, or exposures to fire service personnel. This includes casualties that occur in conjunction both with incident responses and with non-incident events such as station duties or training.

A *health exposure* occurs when fire service personnel come in contact with a toxic substance or harmful physical agent through any route of entry into the body (e.g., inhalation, ingestion, skin absorption, direct contact). These exposures can be reported regardless of the presence of clinical signs and symptoms. *An exposure fire, from the Basic Form, is not the same as a health exposure to personnel.*

**Injured Person**

**Casualty Number** - A unique number is assigned to each fire service casualty occurring at a single incident or resulting from an incident.

**Identification Number** - The identification or employee number of the fire service casualty. This number is often the individual’s social security number, but it may be any combination of letters or numbers up to nine characters in length. This uniquely identifiers each fire service casualty.

**Name** - The first name, middle initial, and last name that identifies the fire service casualty.
GENDER CODES

The identification of the fire service casualty as male or female.

1 Male
2 Female

AFFILIATION CODES

- The identification of the fire service casualty as a volunteer (includes paid on-call) or career firefighter at the time of injury.

1 Career.
2 Volunteer. Includes paid on-call firefighter

Age or Date of Birth - Enter either the fire service casualty’s age OR the casualty’s date of birth. The fire reporting system will accept either the Age or Date of Birth. Enter only the Age or the Date of Birth.

Age - The fire service casualty’s age in years.

Date of Birth - The month, day, and year of birth of the fire service casualty. Use this format; the month, day, and year (mm/dd/yyyy)

Date and Time of Injury

Date and Time

- If the injury date is the same as the Incident Date in the Basic Form, enter the same date as the Alarm date entry If different, enter the appropriate month, day, and year (mm/dd/yyyy).

- The time of day, using the 24-hour clock, when the injury occurred. Midnight is 0000 and signifies the start of a new day. Use this format (MM/DD/YYYY 00:00:00:00)

Number of prior responses during past 24 hours - The number of incidents the firefighter responded to in the 24-hour period prior to the time of injury.
USUAL ASSIGNMENT CODE

This element describes the official assignment of the fire service casualty. This may not coincide with the firefighter’s activity at the time of injury.

0 Other assignment
1 Fire suppression. Includes HazMat, rescue, incident command, and safety.
2 EMS.
3 Prevention or inspection.
4 Training.
5 Maintenance.
6 Communications. Includes fire alarm.
7 Administration.
8 Fire investigation

Physical Condition Just Prior to Injury - The general physical condition of the firefighter prior to injury.

PHYSICAL CONDITION JUST PRIOR TO INJURY CODES

0 Physical condition, other.
1 Rested.
2 Fatigued.
4 Ill or injured.
U Undetermined.

Severity - The relative severity or seriousness of the injury based on a scale ranging from “no time lost from work” to “death.”

- A health exposure, occurs when fire service personnel are exposed to a toxic substance or harmful physical agent through any route of entry into the body (e.g., inhalation, ingestion, skin absorption, direct contact). These exposures can be reported regardless of the presence of clinical signs and symptoms. Exposures are treated as “report only” (1).

SEVERITY CODES

1 Report only. Includes exposures to toxic substances or harmful physical agents through any route of entry into the body (e.g., inhalation, ingestion, skin absorption, direct contact).
2 First aid only.
3 Treated by physician, not a lost-time injury.
4 Moderate severity, lost-time injury. There is little danger of death or permanent disability.
5 Severe, lost-time injury. The situation is potentially life threatening if the condition remains uncontrolled.
6 Life threatening, lost-time injury. Death is imminent; body processes and vital signs are not normal.
7 Death.
TAKEN TO CODES - Identifies where the fire service casualty was taken after the injury occurred.

0 Taken to, other
1 Hospital.
4 Doctor's office, non-emergency health care facility.
5 Morgue or funeral home.
6 Residence (firefighter’s home).
7 Station or quarters.
N Not transported

ACTIVITY AT TIME OF INJURY CODES

The activity being performed by the firefighter at the time the injury occurred.

Driving or Riding Vehicle

11 Boarding fire department vehicle.
12 Driving fire department vehicle.
13 Tillering fire department vehicle.
14 Riding fire department vehicle.
15 Exiting fire department vehicle.
16 Driving/riding non-fire department vehicle.
17 Boarding/exiting non-fire department vehicle.
10 Driving or riding vehicle, other.

Fire Department Apparatus

21 Operating engine or pumper.
22 Operating aerial ladder or elevating platform.
23 Operating EMS vehicle.
24 Operating HazMat vehicle.
25 Operating rescue vehicle.
20 Operating fire department apparatus, other.

Extinguishing Fire or Neutralizing Incident

31 Handling charged hose lines.
32 Using hand extinguishers.
33 Operating master steam device.
34 Using hand tools in extinguishment activity.
35 Removing power lines.
36 Removing flammable liquids/chemicals.
37 Shutting off utilities, gas lines, etc.
30 Extinguishing fire/neutralizing incident, other.

Suppression Support

41 Forcible entry.
42 Ventilation with power tools.
43 Ventilation with hand tools.
44 Salvage.
45 Overhaul.
40 Suppression support, other.

Access or Egress

51 Carrying ground ladder.
52 Raising ground ladder.
53 Lowering ground ladder.
54 Climbing ladder.
55 Scaling.

EMS or Rescue

56 Escaping fire or hazard.
57 Moving/lifting patient with carrying device.
58 Moving/lifting patient without carrying device.
50 Access/egress, other.

Other Incident Scene Activity

71 Directing traffic.
72 Catching hydrant.
73 Laying hose.
74 Moving tools or equipment around scene.
75 Picking up tools, equipment, or hose on scene.
76 Setting up lighting.
Includes portable generator operations.
77 Operating portable pump.
### Station Activity

- **81** Moving about station, alarm sounding.
- **82** Moving about station, normal activity.
- **83** Station maintenance.
- **84** Vehicle maintenance.

### Other Activity

- **90** Station activity, other.

### PRIMARY APPARENT SYMPTOM CODES - The firefighter’s most serious apparent injury.

<table>
<thead>
<tr>
<th>Code</th>
<th>Symptom Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td>Primary apparent symptom, other.</td>
</tr>
<tr>
<td>01</td>
<td>Smoke inhalation.</td>
</tr>
<tr>
<td>02</td>
<td>Hazardous fumes inhalation.</td>
</tr>
<tr>
<td>03</td>
<td>Breathing difficulty or shortness of breath.</td>
</tr>
<tr>
<td>11</td>
<td>Burns and smoke inhalation.</td>
</tr>
<tr>
<td>12</td>
<td>Burns only, thermal</td>
</tr>
<tr>
<td>13</td>
<td>Burn, scald.</td>
</tr>
<tr>
<td>14</td>
<td>Burn, chemical</td>
</tr>
<tr>
<td>15</td>
<td>Burn, electric.</td>
</tr>
<tr>
<td>21</td>
<td>Cut or laceration.</td>
</tr>
<tr>
<td>22</td>
<td>Stab or puncture wound: penetrating.</td>
</tr>
<tr>
<td>23</td>
<td>Gunshot wound, projectile wound.</td>
</tr>
<tr>
<td>24</td>
<td>Contusion/bruise, minor trauma.</td>
</tr>
<tr>
<td>25</td>
<td>Abrasion.</td>
</tr>
<tr>
<td>31</td>
<td>Dislocation.</td>
</tr>
<tr>
<td>32</td>
<td>Fracture.</td>
</tr>
<tr>
<td>33</td>
<td>Strain or sprain.</td>
</tr>
<tr>
<td>34</td>
<td>Swelling.</td>
</tr>
<tr>
<td>35</td>
<td>Crushing.</td>
</tr>
<tr>
<td>36</td>
<td>Amputation.</td>
</tr>
<tr>
<td>41</td>
<td>Cardiac symptoms.</td>
</tr>
<tr>
<td>42</td>
<td>Cardiac arrest.</td>
</tr>
<tr>
<td>43</td>
<td>Stroke.</td>
</tr>
<tr>
<td>44</td>
<td>Respiratory arrest.</td>
</tr>
<tr>
<td>51</td>
<td>Chills.</td>
</tr>
<tr>
<td>52</td>
<td>Fever.</td>
</tr>
<tr>
<td>53</td>
<td>Nausea.</td>
</tr>
<tr>
<td>54</td>
<td>Vomiting.</td>
</tr>
<tr>
<td>55</td>
<td>Numbness or tingling, paresthesia.</td>
</tr>
<tr>
<td>56</td>
<td>Paralysis.</td>
</tr>
<tr>
<td>57</td>
<td>Frostbite.</td>
</tr>
<tr>
<td>50</td>
<td>Sickness, other.</td>
</tr>
<tr>
<td>61</td>
<td>Miscarriage.</td>
</tr>
<tr>
<td>63</td>
<td>Eye trauma, avulsion.</td>
</tr>
<tr>
<td>64</td>
<td>Drowning.</td>
</tr>
<tr>
<td>65</td>
<td>Foreign body obstruction.</td>
</tr>
<tr>
<td>66</td>
<td>Electric shock.</td>
</tr>
<tr>
<td>67</td>
<td>Poison.</td>
</tr>
<tr>
<td>71</td>
<td>Convulsion or seizure.</td>
</tr>
<tr>
<td>72</td>
<td>Internal trauma.</td>
</tr>
<tr>
<td>73</td>
<td>Hemorrhaging, bleeding internally.</td>
</tr>
<tr>
<td>81</td>
<td>Disorientation.</td>
</tr>
<tr>
<td>82</td>
<td>Dizziness/fainting/weakness.</td>
</tr>
<tr>
<td>83</td>
<td>Exhaustion/fatigue.</td>
</tr>
<tr>
<td>84</td>
<td>Heat stroke.</td>
</tr>
<tr>
<td>85</td>
<td>Dehydration.</td>
</tr>
<tr>
<td>91</td>
<td>Allergic reaction.</td>
</tr>
<tr>
<td>92</td>
<td>Drug overdose.</td>
</tr>
<tr>
<td>93</td>
<td>Alcohol impairment.</td>
</tr>
<tr>
<td>94</td>
<td>Emotional/psychological stress.</td>
</tr>
<tr>
<td>95</td>
<td>Mental disorder.</td>
</tr>
<tr>
<td>96</td>
<td>Shock.</td>
</tr>
<tr>
<td>97</td>
<td>Unconscious.</td>
</tr>
<tr>
<td>98</td>
<td>Pain only.</td>
</tr>
<tr>
<td>NN</td>
<td>None</td>
</tr>
<tr>
<td>UU</td>
<td>Undetermined</td>
</tr>
</tbody>
</table>

### PRIMARY PART OF BODY INJURED CODES - The body part or area that was affected or sustained the most serious injury.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td>Part of body injured, other.</td>
</tr>
<tr>
<td>14</td>
<td>Mouth. Includes lips, teeth, and interior.</td>
</tr>
<tr>
<td>10</td>
<td>Head, other.</td>
</tr>
<tr>
<td>11</td>
<td>Ear.</td>
</tr>
<tr>
<td>12</td>
<td>Eye.</td>
</tr>
<tr>
<td>13</td>
<td>Nose.</td>
</tr>
<tr>
<td>31</td>
<td>Back. Excludes spine (51).</td>
</tr>
<tr>
<td>32</td>
<td>Chest.</td>
</tr>
</tbody>
</table>

---

**Thorax**

- **31** Back. Excludes spine (51).
- **32** Chest.
**Abdominal Area**
- 41 Abdomen.
- 42 Pelvis or groin.
- 43 Hip, lower back, or buttocks.

**Spine**
- 51 Spine. Excludes back (31).

**Upper Extremities**
- 61 Arm, upper. Excludes elbows (63) and shoulders (23).
- 62 Arm, lower. Excludes elbows (63) and wrists (64).

**Lower Extremities**
- 71 Leg, upper. Excludes knees (73).
- 72 Leg, lower. Excludes knees (73), ankles (74), and foot and toes (75).
- 73 Knee.
- 74 Ankle.
- 75 Foot and toes.

**Internal**
- 81 Trachea and lungs.
- 82 Heart.
- 83 Stomach.

**Multiple Parts**
- 91 Multiple body parts, upper body.
- 92 Multiple body parts, lower body.
- 93 Multiple body parts, whole body.

**Other Body Parts**
- NN None.
- UU Undetermined.

**CAUSE OF FIREFIGHTER INJURY CODES** - The action or lack of action that directly resulted in the injury.

- 0 Cause of injury, other.
- 1 Fall.
- 2 Jump.
- 3 Slip/trip.
- 4 Exposure to hazard. Includes exposure to heat, smoke, or toxic agents.
- 5 Struck or assaulted by person, animal, moving object.

**FACTOR CONTRIBUTING TO INJURY CODES** - The most significant factor contributing to the injury of the fire service casualty.

**Collapse or Falling Object**
- 11 Roof collapse.
- 12 Wall collapse.
- 13 Floor collapse.
- 14 Ceiling collapse.
- 15 Stair collapse.
- 16 Falling objects.
- 17 Cave-in (earth).
- 10 Collapse or falling object, other.

**Fire Development**
- 21 Fire progress. Includes smoky conditions.
- 22 Backdraft.
- 23 Flashover.
- 24 Explosion.
- 20 Fire development, other.

**Lost, Caught, Trapped, or Confined**
- 31 Person physically caught or trapped.
**Holes**

41 Unguarded hole in structure.
42 Hole burned through roof.
43 Hole burned through floor.
40 Holes, other.

**Slippery or Uneven Surfaces**

51 Icy surface.
52 Wet surface. Includes water, soap, foam, lubricating materials, etc.
53 Loose material on surface.

54 Uneven surface. Includes holes in the ground.
50 Slippery or uneven surfaces, other.

**Vehicle or Apparatus**

61 Vehicle left road or overturned.
62 Vehicle collided with another vehicle.
63 Vehicle collided with non-vehicular object.
64 Vehicle stopped too fast.
65 Seat belt not fastened.

**Other Contributing Factors**

91 Civil unrest. Includes riots and civil disturbances.
92 Hostile acts.
00 Factor contributing to injury, other.

NN None.
UU Undetermined.

**OBJECT INVOLVED IN INJURY CODES** - The description of the object, if one was involved, that contributed to the injury of the fire service casualty.

11 Coupling.
12 Hose, not charged.
13 Hose, charged.
14 Water from master stream.
15 Water from hose line.
16 Water, not from a hose.
17 Steam.
18 Extinguishing agent, not water.
21 Ladder, aerial.
22 Ladder, ground.
23 Tools/equipment.
24 Knife, scissors.
25 Syringe.
26 Fire department vehicle or apparatus.
27 Fire department vehicle door. Includes apparatus compartments.
28 Station sliding pole.
31 Curb.
32 Door in building.

33 Fire escape.
34 Ledge.
35 Stairs.
36 Wall. Includes other vertical surfaces such as cliffs.
37 Window.
38 Roof.
39 Floor or ceiling.
30 Structural component, other.
41 Asbestos.
42 Dirt, stones, or debris.
43 Glass.
45 Nails.
46 Splinters.
47 Embers.
48 Hot tar.
49 Hot metal.
51 Biological agents.
52 Chemicals.
53 Fumes, gases, or smoke.

54 Poisonous plants.
55 Insects.
56 Radioactive materials.
61 Electricity.
62 Extreme weather.
63 Utility flames, flares, torches.
64 Heat or flame.
91 Person: victim.
92 Property and structure contents.
93 Animal.
94 Non-fire department vehicle.
95 Gun. Includes all other projectile weapons.
90 Person, other.
00 Object involved in injury, other.
NN None.
UU Undetermined.
WHERE INJURY OCCURRED CODES- The place where the injury occurred. This location may be en route to or from the scene, at the incident scene, at the station, or some other location.

1 En route to fire department location. Includes volunteers responding to the fire station or apparatus traveling between fire department locations.
2 At fire department location.
3 En route to incident or assignment.
4 En route to medical facility.
5 At scene, in structure.
6 At scene, outside structure.
7 At medical facility.
8 Returning from incident or assignment.
9 Returning from medical facility.
0 Where injury occurred, other.
U Undetermined.

INJURY RELATIONSHIP TO STRUCTURE CODE

1 Inside or on structure
2 Outside of structure

Story Where Injury Occurred-Identifies the story where the injury occurred.

Specific Location Where Injury Occurred- Identifies the specific location of the fire service casualty at the time of injury.

SPECIFIC LOCATION WHERE INJURY OCCURRED CODES

22 Outside at grade.
23 On roof.
24 On aerial ladder or in basket.
25 On ground ladder.
26 On vertical surface or ledge.
27 On fire escape or outside stairway.
28 On steep grade.
31 In open pit.
32 In ditch or trench.
33 In quarry or mine.
34 In ravine.
35 In well.
36 In water.
45 In attic or other confined structural space.
49 In structure. Excludes attic, roof, or wall.
53 In tunnel.
54 In sewer.
61 In motor vehicle.
63 In rail vehicle.
64 In boat, ship, or barge.
65 In aircraft.
00 Specific location where injury occurred, other.
UU Undetermined

VEHICLE TYPE CODES- Identifies the type of vehicle that the firefighter was in at the time of injury.

1 Suppression vehicle.
2 EMS vehicle.
3 Other fire department vehicle. Includes passenger vehicles.
4 Non-fire department vehicle. Includes private auto.
N None.
Did protective equipment fail and contribute to the injury?

Y  Yes
N  No

* If “Yes,” is selected, please fill out the Comments section on the Complete page. Please indicate what equipment failed, what the equipment is and what happened to the equipment at the scene. Add the manufacturing information, the equipment model and serial number if that information is available.

Protective equipment failure terms can be found in, *H-Glossary and Terms*, section. Page 85.

**G. Complete/Comments/Incident Reports and Search sections**

- This page is a chance to describe what happened at the scene that needs to be noted.

- Once each correct form has been completed, click submit to complete the Incident Report.

- If an exposure fire needs to be added, click add exposure to get started on an exposure report.

- Once a report is completed, it will show a checkbox as complete in the *Incident Report* section in the on left hand column in red. These reports can be updated anytime as more information becomes available. If there are questions on any report, the state Fire Marshal’s Office or South Dakota Wildland Suppression Division can look up the reports and help with any changes that need to be made.

- The report comes automatically to the Fire Marshal’s Office and the Wildland Suppression Division. Those reports are electronically dropped into the National Fire Incident Reporting System (NFIRS) database, when the report is complete.

- If a report needs to be found, *Search*, on the left hand column in red, will pull up the criteria to search for your departments fires.
H. Glossary and Terms

PROTECTIVE EQUIPMENT PROBLEM FOR FIREFIGHTER CASUALTY FORM

- Burned.
- Melted.
- Fractured, cracked, or broke.
- Punctured.
- Scratched.
- Knocked off.
- Cut or ripped.
- Trapped steam or hazardous gas.
- Insufficient insulation.
- Object fell in or onto equipment item.
- Failed under impact.
- Face piece or hose detached.
- Exhalation valve inoperative or damaged.
- Harness detached or separated.
- Regulator failed to operate.
- Regulator damaged by contact.
- Problem with admissions valve.
- Alarm failed to operate.
- Alarm damaged by contact.
- Supply cylinder or valve failed to operate.
- Supply cylinder or valve damaged by contact.
- Supply cylinder contained insufficient air or oxygen.
- Did not fit properly.
- Not properly serviced or stored prior to use.
- Not used for designed purpose.
- Not used as recommended by manufacturer.
- Protective equipment problem, other.

Definition of Location Types

Street Address: A normal street address

Intersection: There is no street address. The incident location is at the intersection of two or more streets, roads, etc.

In Front Of: No street address is available. However, the incident location is in front of an area with an address.

Adjacent To: No street address is available. However, the incident location is adjacent to an area with a street address.

Directions: No street address is available and no street address is available near the incident scene. Enter brief directions for the location of the incident in the Cross Street or Directions field. If the area is along an interstate or state highway, the closest milepost should be entered in the Number/Milepost address field.

United States National Grid: Provides a geospatial address based on universally defined coordinate and grid systems and a common frame of reference across multiple jurisdictions easily extended world-wide. Using an alpha-numeric reference that overlays the UTM (q.v.) coordinate system, USNG spatial addresses break down into three parts: Grid Zone Designation, for a world-wide unique address; 100,000-meter Square Identification, for regional areas; Grid Coordinates, for local areas. USNG improves interoperability of location appliances with printed maps through a consistent and preferred geospatial grid reference system. Relates to GPS (q.v.). Contributed by Tom May. (International). For more information and examples on use, see: http://www.xyproject.org/

Rear Of: No street address is available. However, the incident location is in the rear of an area with a street address.
| STREET TYPE CODES | FALL Fall | FLS Falls | FRY Ferry | FLD Field | FLDS Fields | FLT Flat | FLTS Flats | FRD Ford | FRDS Ford | FRST Forest | FRG Forge | FRGS Forges | FRK Fork | FRKS Forks | FT Fort | FWY Freeway | GDN Garden | GDNS Gardens | GTWY Gateway | GLN Glen | GLNS Glens | GRN Green | GRNS Greens | GRV Grove | GRVS Groves | HBR Harbor | HBRS Harbors | HVN Haven | HTS Heights | HWY Highway | HL Hill | HLS Hills | HOLW Hollow | INLT Inlet | IS Island | ISS Islands | ISLE Isle | JCT Junction | JCTS Junctions | KY Key | KYS Keys | KNL Knoll | KNLS Knolls | LK Lake | LKS Lakes | LDG Lodge | LOOP Loop | MALL Mall | MNR Manor | MNRS Manors | MDW Meadow | MDWS Meadows | MEWS Mews | ML Mill | MLS Mills | MSN Mission | MTWY Motorway | MT Mount | MTN Mountain | MTNS Mountains | NCK Neck | ORCH Orchard | OVAL Oval | PARK Park | PKY Parkway | PKYS Parkways | PASS Pass | PSGE Passage | PATH Path | PIKE Pike | PNE Pine | PNES Pines | PL Place | PLZ Plaza | PT Point | PTS Points | PRT Port | PRTS Ports | PR Prairie | RADL Radial | RAMP Ramp | RNCH Ranch | RPD Rapid | RPDS Rapids | RST Rest | RDG Ridge | RDGS Ridges | RIV River | RD Road | RDS Roads | RT Route | ROW Row | RUE Rue | RUN Run | SHL Shoal | SHLS Shoals | SHR Shore | SHRS Shores | SKWY Skyway | SPG Spring | SPGS Springs | SPUR Spur | SPRS Spurs | SQ Square | SQS Squares | STA Station |
General Terms

**Aid Given or Received** - Aid given or received, either automatically (i.e., prearranged) or mutually for a specific incident. These actions are defined as:

**Aid Received (automatic or mutual):** A fire department handles an incident within its jurisdiction with additional manpower or equipment from one or more fire departments outside its jurisdiction. Aid received can be either mutual or automatic aid.

**Aid Given (automatic or mutual):** A fire department responds into another fire department’s jurisdiction to provide assistance at an incident or to cover a vacated station while the receiving fire department is busy at an incident. Aid received can be either mutual or automatic aid.

**Other Aid Given:** A fire department covers and responds to another jurisdiction or locale that has no fire department.

**Area of Origin** - The use of the room or area within the property where the fire originated.

**Backfire** - A fire set along the inner edge of a fire control line to consume the fuel in the path of a wildland fire or change the direction of force of the fire’s convection column. Doing this on a small scale and with closer control, in order to consume patches of unburned fuel and aid control line construction, is known as “burning out.”

**Building** - A structure enclosed with walls and a roof and having a defined height.

**Burning** - The process of self-perpetuating combustion, with or without an open flame. Smoldering is burning.

**CAS Registration Number** - The identification number assigned to a chemical by the Chemical Abstract Service (CAS) of the Chemical Abstract Society. Not all hazardous materials have an assigned CAS number.

**Casualty (Fire)** - A person who is injured or killed at the scene of a fire. (Includes injuries or deaths from natural or accidental causes sustained while involved in the activities of fire control, rescue attempt, or escaping from the dangers of the fire.)

**Civilian Fire Casualty** - Any non-fire service casualty who is injured or killed at the scene of a fire.

**Char** - Material that has been partially burned on the exterior of the object and has a blackened carbonized appearance.

**Combustible** - A material or structure that will release heat energy on burning.

**Combustible Liquid** - Any liquid having a flash point at or above 100°F (37.8°C) (closed cup).

**Confine a Fire** - To restrict the fire within determined boundaries established either prior to the fire or during the fire. Wildland suppression action may be minimal and limited to surveillance under appropriate conditions.
**Contain a Fire** - To take suppression action as needed that can reasonably be expected to check the fire’s spread under prevailing conditions.

**Emergency Scene** - The area encompassed by the incident and the surrounding area needed by the emergency forces to stage apparatus and mitigate the incident.

**Explosion** - Violent bursting caused by either a combustion process or an overpressure condition. Typical combustion processes include ignition and burning of combustible gas, dust, or flammable vapor mixture. These are technically “fires.” Typical overpressure conditions include steam pressure, chemical reactions, and compressed gas container rupture.

**Exposure Fire** - A fire in a building, structure, vehicle, or outside property resulting from a fire outside that building, structure, vehicle, or outside property.

**Exposure (Human)** - Potential for injury or death to humans.

**Fatality** - An injury that is fatal or becomes fatal within 1 year of the incident.

**Fire** - Any instance of destructive and uncontrolled burning, including explosion, of combustible solids, liquids, or gases. Fire does not include the following, except where they cause fire or occur as a consequence of fire:
- Lightning or electrical discharge.
- Rupture of a steam boiler, hot water tank, or other pressure vessel due to internal pressure and not to internal combustion.
- Explosion of munitions or other detonating material.
- Accident involving ship, aircraft, or other vehicle.
- Overheat condition.

**Fire Area (Structure)** - The space within a structure bounded by fire division assemblies (2-hour fire rating or greater).

**Fire Area (wildland)** - The area within wildfire perimeter control lines.

**Fire Blackout** - That point in time when there is no longer any evidence of open flame or glow of burned material.

**Fire Contained** - That point in time when fire spread is stopped, but the fire is not necessarily under control.

**Fire Control Line** - Comprehensive term for all constructed or natural barriers and treated fire edges used to control a fire.

**Fire Damage** - The total damage to a building, structure, vehicle, natural vegetation cover, or outside property resulting from a fire and the act of controlling that fire. Included are smoke, water, backfires, firebreaks, and fire control damage.

**Fire Extinguished** - That point in time when there is no longer any abnormal heat or smoke being generated in material that was previously burning.
**Fire Service Personnel**- All employees, whether career or volunteer, of a fire department who are assigned or may be assigned to perform duties at emergency incidents.

**Fire Under Control**- (1) That point in time when a fire is sufficiently surrounded and quenched so that in the judgment of the commanding officer it no longer threatens destruction of additional property. (2) In wildfire, that point in time when a control line is around a fire, any spot fires therefrom, and any interior islands to be saved. Any unburned area adjacent to the fire side of the control lines are burned out, and all hot spots that are immediate threats to the control line are cooled down, until the lines can reasonably be expected to hold under foreseeable conditions.

**Fixed Object**- An object, device, or appliance that is fastened or secured at a specific location (e.g., a steam radiator).

**Flames**- Products of combustion that are illuminated by the heat of combustion and accompany the burning of most materials in normal atmospheres.

**Flammable Liquid**- Any liquid having a flash point below 100°F (37.8°C) (closed cup) and having a vapor pressure not exceeding 40 psia (2068 mm Hg) at 100°F (37.8°C).

**Gas**- A material that has a vapor pressure exceeding 40 psia (2068.6 mm) at 100°F (37.8°C). (Gasoline is a liquid, not a gas.)

**General Property Use**- The actual general (overall) use of land or space under the same management or ownership or within the same legal boundaries, including any structures, vehicles, or other appurtenances thereon.

**Grade**- Reference plane representing the elevation of finished ground level adjoining the building at the main entrance.

**Hazardous Material**- Any material that is an air-reactive material, flammable or combustible liquid, flammable gas, corrosive material, explosive material, organic peroxide, oxidizing material, radioactive material, toxic material, unstable material, or water-reactive material; and any substance or mixture of substances that is an irritant or a strong sensitizer or that generates pressure through exposure to heat, decomposition, or other means.

**Heat of Ignition**- The heat energy that brings about ignition. Heat energy comes in various forms and usually from a specific object or source. Therefore, the heat of ignition is divided into two parts: “equipment involved in ignition” and “form of heat of ignition.”

**Ignition**- The physical and chemical processes involved in reaching a point of self-perpetuation of fire whether or not there is an open flame.

**Ignition Factor**- The condition or situation that allowed a heat source and a combustible material to combine to initiate a fire.

**Incident**- An event to which the reporting agency responds or should have responded. Included are “walk-ins” treated at the station. An incident may have more than one response. A rekindle is a separate incident.

**Incident Record**- The official file on an incident.

**Incident Report**- A document prepared by fire department personnel about a particular incident. For understanding and legal purposes, this report should be in their own words. For
summarization purposes, the information on this report can be classified into broad categories. The incident report is always part of the incident record or file.

**Injury**- Physical damage to a person suffered as the result of an incident that requires (or should require) treatment by a practitioner of medicine, a registered EMT, or a paramedic within 1 year of the incident (regardless of whether treatment was actually received) or that results in at least 1 day of restricted activity immediately following the incident.

**Latitude**- Latitude lines run east/west parallel to the equator. Values range from 0 degrees at the equator to 90 degrees at the North and South poles. The United States and Canada are in the Northern Hemisphere. Minutes and seconds range from 0 to 59.

**Longitude**- Longitude lines run north/south, are parallel at the equator, and converge at the North and South Poles. Values range from 0 degrees at Greenwich, England (near London at the Royal Naval Observatory) to 180 degrees at the International Date Line west of Hawaii. Most of the United States and all of Canada are in the Western Hemisphere. Minutes and seconds range from 0 to 59.

**Liquid**- A material that has a vapor pressure not exceeding 40 psia (2068.6 mm) at 100°F (37.8°C).

**Material First Ignited**- The combustible that is first set on fire by the heat of ignition.

**Mobile Property Type**- Property that was designed to be movable whether or not it still is (e.g., vehicles, ships, and airplanes).

**Mop-Up**- The act of making a fire scene safer after the fire has been controlled, such as extinguishing or removing burning material along or near the control line, felling snags, and trenching logs to prevent rolling. For structure fires, see Overhaul.

**Non-Fire Service Personnel**- All persons involved with an incident who are not fire service personnel. Included are police, utility company employees, non-fire service medical personnel, and civilians.

**Not Occupied**- An area with no persons present; contents or equipment present indicates the structure is not vacant.

**Occupancy**- The purpose for which a building or portion thereof is intended to be used. The specific property use as it pertains to a building is the occupancy.

**Occupied**- An area with persons present. A hotel (general property use) could be occupied, but the restaurant (specific property use) not occupied; likewise, the restaurant could be occupied, but its storeroom (area of origin) not occupied.

**Overhaul**- The act of making a fire scene safe after it is controlled, such as extinguishing or removing burned material, checking inside walls and hidden spaces, etc. For wildland fires, see Mop-Up.

**Overheat**- Destruction of material by heat without self-sustained combustion. Removal of the heat source will stop the destruction. Overheat is the stage before ignition.

**Overpressure**- A transient air pressure, such as the shock wave from an explosion, that is greater than the surrounding atmospheric pressure.
**Portable**- An object, device, or appliance that can normally be moved by one person, is designed to be used in multiple locations, and requires no tools to install.

**Prescribed Fire**- Any fire ignited by management actions to meet specific objectives. A written, approved prescribed fire plan must exist prior to ignition. The controlled application of fire to wildland fuels in either their natural or their modified state under specified environmental conditions that allow the fire to be confined to a predetermined area and, at the same time, to produce the intensity of heat and rate of spread required to attain planned resource management objectives.

**Property**- A thing of value. Specific (fixed) property refers to those things that make up the Earth’s surface (e.g., water, land, roadways, structures, buildings). Mobile property refers to those things that normally move in relation to the Earth’s surface (e.g., ships, airplanes, trains, trucks, automobiles).

**Property Inventory**- Information known about a property before an emergency occurs. This knowledge is in two parts: that which is general in character and has to do with external features (such as location, water supply, and construction), and that which is specific in character relating to internal features (such as interior finish, vertical openings, or suppression systems).

**Property Use**- The use to which a property is put. A building, for example, could serve as a garage or a hospital or a department store. The use of property does not define any of the other important fire-related details of a property such as access, ownership, size, internal weaknesses in fire defense, or construction.

**Range**- Ranges are numbered east and west of the principal meridian. The first three digits are the range number and the fourth digit indicates a full or partial range (0 = full, 1 = 1/4, 2 = 1/2, and 3 = 3/4). The fifth character (E or W) indicates direction from the principal meridian.

**Rekindle**- The redevelopment of a fire after it was thought to have been extinguished by the original fire service response. Fire service response to a rekindle should be treated as a separate incident.

**Response**- The deployment of an emergency service resource to an incident.

**Room**- The space or area bounded by walls. The walls may be fire rated and impede fire spread or not fire rated (e.g., mesh screen), which may impede exiting of personnel.

**Scorch**- Discoloring (browning or blackening) of a material, a characteristic of the overheat condition. Removal of the heat source will stop the destruction.

**Section**- Sections are numbered 1–36 beginning in the northeast corner for all but the very earliest principal meridians. Sections 1–6 are the northern most tier and are numbered east to west. Sections 7–12 are the next tier south of the first tier and are numbered west to east. The remaining sections follow the same pattern. Each section is nominally 640 acres, although some sections vary from the standard.

**Smoldering**- Self-sustaining combustion of a material without any flame evident.

**Stationary Object**- Any object, device, or appliance that is not fastened but that is not readily moved from one place to another in normal use (e.g., a refrigerator).

**Story**- That portion of a building between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story is that portion of a building between the upper surface of the topmost floor and the upper surface of the roof deck above.
**Structure** - An assembly of materials forming a construction for occupancy or use to serve a specific purpose. This includes, but is not limited to, buildings, open platforms, bridges, roof assemblies over open storage or process areas, tents, air-supported structures, and grandstands.

**Structure Fire** - Any fire inside a structure whether it involves the structure or not, or any fire under or touching a structure that involves the structure.

**Subsection** - Sections can be subdivided into successive quarters and described as the NE quarter, NW quarter, SE quarter, and SW quarter (each approximately 160 acres). Each quarter can be quartered again to describe 40-acre parcels. For example, the SE/4 of the NW/4 would be the 40-acre parcel NW of the section center (read small parcel to large parcel).

**Toxic Material** - Any material that may constitute a hazard to life or health, either temporary or permanent, from exposure by contact, inhalation, or ingestion.

**Township** - Townships are numbered north and south of the principal base line. The first three digits are the township number, and the fourth digit indicates a full or partial township (0 = full, 1 = 1/4, 2 = 1/2, and 3 = 3/4). The fifth character (N or S) indicates direction from the base line.

**UN Number Chemical Name** - A standard chemical or trade name by which the hazardous material is commonly known.

**Urban–wildland Interface Area** - The geographical area where structures and other human development meet or intermingle with wildland or vegetative fuels.

**Urban–wildland Interface Fire** - Any fire, other than prescribed fire, where fire suppression tactics were influenced by a geographical area where structures and other human development meet or intermingle with wildland or vegetative fuels (Incident Type 632).

**Vacant** - No furnishings or equipment are present.

**Wildland Fire** - Any fire involving vegetative fuels, other than prescribed fire, that occurs in the wildland. A wildland fire may expose and possibly consume structures (Incident Type 141).

**Wildland** - Land in an uncultivated, more or less natural state and covered by timber, woodland, brush, or grass. An area in which development is essentially nonexistent except for roads, railroads, power lines, and similar facilities.