

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/>

United States Fire Administration USFA, National Fire Data Center. *National Fire Incident Reporting System 5.0*. Emmetsburg, Maryland: February 01, 2013. (January 2008 Edition). Official web site of Department of Homeland Security, Federal Emergency Management Analysis (FEMA). (Complete Reference Guide. NFIRS_Complete_Reference_Guide_2008.pdf-Adobe Reader). <<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 identify 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**).

137 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**).
138 Off-road vehicle or heavy equipment fire. Includes dirt bikes, specialty off-road vehicles, earth-moving equipment (bulldozers), and farm equipment.
130 Mobile property (vehicle) fire, other.

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

141 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).

142 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.

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

140 Natural vegetation fire, other.

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

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

152 Garbage dump or sanitary landfill fire.

153 Construction or demolition landfill fire.

154 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**).

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

150 Outside rubbish fire, other.

Special outside fire.
Includes outside fires with definable value. Excludes

crops and orchards (170 series).

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

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

163 Outside gas or vapor combustion explosion without sustained fire.

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

160 Special outside fire, other.

Cultivated vegetation, crop fire

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

172 Cultivated orchard or vineyard fire.

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

170 Cultivated vegetation, crop fire, other.

Fire, other

100 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.

342 Search for person in water. Includes shoreline searches incidental to a reported drowning call.

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

340 Search for lost person, other.

Extrication, rescue

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

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

353 Removal of victim(s) from stalled elevator.

354 Trench/below-grade rescue.

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

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

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

350 Extrication, rescue, other.

Water and ice-related rescue

361- Swimming /recreational water areas

rescue. Includes pools and ponds. Excludes ice rescue (**362**).

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

363 Swift-water rescue. Includes flash flood conditions.

364 Surf rescue.

365 Watercraft rescue. Excludes rescues near the shore and in swimming/recreational areas (**361**).

Includes people falling overboard at a significant distance from land.

360 Water and ice-related rescue, other.

Electrical rescue

371 Electrocutation or potential electrocutation. Excludes people trapped by power lines (**372**).

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

370 Electrical rescue, other.

Rescue or EMS standby

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

Rescue, emergency medical service (EMS) incident, other

300 Rescue and EMS incident, other.

Hazardous Condition (No Fire)

Combustible/flammable spills and leaks

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

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

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

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

Chemical release, reaction, or toxic condition

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

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

423 Refrigeration leak. Includes ammonia.

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

420 Toxic chemical condition, other.

Radioactive condition

431 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

Citizen complaint

911 Citizen’s complaint.
Includes reports of code or ordinance violation.

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

11 Extinguishment by fire service personnel.
12 Salvage and overhaul.
13 Establish fire lines around wildfire perimeter. Includes clearing

firebreaks using direct, indirect, and burnout tactics as appropriate.
14 Contain fire (wildland). Includes taking suppression action that can reasonably be expected to check the fire spread under

prevailing and predicted conditions.
15 Confine fire (wildland). Includes when fire crews or resources stop the forward progress of a fire but have not put in all control lines.

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

41 Identification, analysis of hazardous materials.

42 Hazardous materials detection, monitoring, sampling, and analysis using a variety of detection instruments including combustible gas indicators (CGIs) or explosimeter, oxygen monitors, colorimetric tubes, specific chemical monitors, and others. Results from these devices must be analyzed to provide information about the hazardous nature of the material or environment.

43 Hazardous materials spill control and confinement. Includes confining or diking hazardous materials. These are actions taken to confine the product released to a limited area including the use of absorbents, damming/diking, diversion of liquid runoff, dispersion, retention, or vapor suppression.

44 Hazardous materials leak control and containment. Includes actions taken to keep a material within its container, such as plugging/patching operations, neutralization, pressure isolation/reduction, solidification, and vacuuming.

45 Remove hazard. Includes neutralizing a hazardous condition.

46 Decontaminate persons or equipment. Includes actions taken to prevent

the spread of contaminants from the “hot zone” to the “cold zone.” This includes gross, technical, or advanced personal decontamination of victims, emergency responders, and equipment.

47 Decontamination of occupancy or area exposed to hazardous materials.

48 Remove hazardous materials. Includes a broad range of actions taken to remove hazardous materials from a damaged container or contaminated area. Examples of actions to remove hazards include product offload/transfer, controlled burning or product flaring, venting, and over packing.

40 Hazardous condition, other.

Fires, Rescues, and Hazardous Conditions

51 Ventilate. Includes nonhazardous odor removal and removal of smoke from nonhazardous materials-related fires.

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.
50 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

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 to 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 the 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 skateboard 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

419 1- or 2-family dwelling, detached, manufactured home, mobile home not in transit, duplex.
429 Multifamily dwelling. Includes apartments, condos, town houses, row houses, tenements.
439 Boarding/rooming house. Includes residential hotels and shelters.
449 Hotel/motel, commercial.
459 Residential board and care. Includes long-term care facilities, halfway houses, and assisted care housing facilities. Excludes nursing facilities (**311**).
460 Dormitory-type residence, other.
462 Sorority house, fraternity house.
464 Barracks, dormitory. Includes nurses' quarters, military barracks, monastery/convent dormitories, bunk houses, workers' barracks.
400 Residential, other.

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 predominating property.

631 Defense, military installation.

635 Computer center. Includes computer laboratories.

639 Communications center. Includes radio, TV, and telecommunications 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.

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**).

898 Dock, marina, pier, wharf. Includes associated passenger facilities.
899 Residential storage or self-storage units. Includes mini-storage units.
800 Storage, other.

Outside or Special Property

919 Dump, sanitary landfill. Includes recycling collection points.
921 Bridge, trestle.
922 Tunnel.
926 Outbuilding, protective shelter. Includes toll booths, weather shelters, mailboxes, telephone booths, privies, charitable collection boxes, and aerial tramways. Excludes parking garages.
931 Open land or field. Includes grasslands and brushlands. Excludes crops or areas under cultivation.
935 Campsite with utilities. Includes parks for camping trailers or recreational vehicles.

936 Vacant lot. Undeveloped land, not paved, may include incidental untended plant growth or building materials or debris.
937 Beach.
938 Graded and cared-for plots of land. Includes parks, cemeteries, golf courses, and residential yards.
941 Open ocean, sea, or tidal waters. Includes ports. Excludes piers and wharves (898).
946 Lake, river, stream.
940 Water area, other.
951 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).
952 Railroad yard, switch or classification area.
961 Highway or divided highway. Includes limited-access highways with few intersections or at grade crossings.
962 Residential street, road, or residential driveway.
963 Street or road in commercial area.

965 Vehicle parking area. Excludes parking garages (882). Includes paved nonresidential driveways.
960 Street, other.
972 Aircraft runway.
973 Aircraft taxiway. Includes all aircraft operation areas other than runways and aircraft loading areas (**974**).
974 Aircraft loading area. Includes helipads and helistops.
981 Construction site. Excludes buildings under construction or demolition. Buildings or structures under construction or demolition should be classified by their proposed or former use.
982 Oil or gas field.
983 Pipeline, power line, or other utility right-of-way.
984 Industrial plant yard area, not outdoor storage.
900 Outside or special property, other.
000 Property use, other.
NNN None.
UUU 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 submit 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

Food

- 111 Baked goods.
- 112 Meat products.
Includes poultry and fish.
- 113 Dairy products.
- 114 Produce, fruit, or
vegetables.
- 115 Sugar, spices.
- 116 Deli products.
- 117 Cereals, grains;
packaged.
- 118 Fat/cooking grease.
Includes lard and animal
fat.
- 110 Food, other.

Beverages

- 121 Alcoholic beverage.
- 122 Nonalcoholic
beverage.
- 120 Beverages, other.

Agriculture

- 131 Trees, plants, flowers.
- 132 Feed, grain, seed.

- 133 Hay, straw.
- 134 Crop, not grain.
- 135 Livestock.
- 136 Pets.
- 137 Pesticides.
- 138 Fertilizer.
- 130 Agriculture, other.

- 100 Foods, beverages,
agriculture, other.

Personal and Home Products

Fabrics

- 211 Curtains, drapes.
- 212 Linens.
- 213 Bedding.
- 214 Cloth, yarn, dry
goods.
- 210 Fabrics, other.

Wearable products

- 221 Clothes.
- 222 Footwear.
- 223 Eyeglasses.
- 225 Perfumes, colognes,
cosmetics.
- 226 Toiletries.

- 220 Wearable products,
other.

Accessories

- 231 Jewelry, watches.
- 232 Luggage, suitcases.
- 233 Purses, satchels,
briefcases, wallets, belts,
backpacks.
- 230 Accessories, other.

Furnishings

- 240 Furnishings, other.
- 241 Furniture.
- 242 Beds, mattresses.
- 243 Clocks.
- 244 Housewares.
- 245 Glass, ceramics,
china, pottery, stoneware,
earthenware.
- 246 Silverware.

- 200 Personal and home
products, other.

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.

- 500** Flammables, chemicals, plastics, other.

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.

Previously owned products

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

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.

944 Sporting goods. Includes balls, nets, rackets, protective equipment used in sport.
945 Camping, hiking, outdoor products. Includes related equipment such as portable stoves, rope.
946 Games, toys.
940 Recreation, arts products, other.

Mixed sales products
951 Office supplies.
952 Restaurant supplies. Excludes food (**110 series**).
950 Mixed sales products, other.
Discarded material
961 Junkyard materials.

962 Recyclable materials. Includes materials gathered specifically for the purpose of recycling.
960 Discarded material, other.
963 Trash, not recyclable.
Other On-Site Materials
000 On-site materials, other.
NNN None.
UUU Undetermined

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.
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 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 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.

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**).

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.

- 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.

- 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

- 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

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.

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 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.

TYPE OF MATERIAL FIRST IGNITED CODES

- 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

- 11** Natural gas. Includes methane and marsh gas.
- 12** LP gas. Includes butane, butane and air mixtures, and propane gas.
- 13** Anesthetic gas.
- 14** Acetylene gas
- 15** Hydrogen.
- 10** Flammable gas, other. Includes benzene, benzol, carbon disulfide, carbon monoxide, ethylene, ethylene oxide, and vinyl chloride.

Flammable, Combustible Liquid

- 21** Ether, pentane-type flammable liquid. Includes all Class 1A flammable liquids.
- 22** JP-4 jet fuel and methyl-ethyl-ketone-type flammable liquid. Includes all Class 1B flammable liquids. Excludes gasoline (**23**).
- 23** Gasoline.
- 24** Turpentine, butyl-alcohol-type flammable liquid. Includes all Class IC flammable liquids.
- 25** Kerosene; Nos. 1 and 2 fuel oil; diesel-type combustible liquid. Includes all Class II combustible liquids.

- 26** Cottonseed oil; Nos. 4, 5, and 6 fuel oil; creosote-oil-type combustible liquid. Includes all Class IIIA combustible liquids.
- 27** Cooking oil, transformer oil, lubricating oil. Includes all Class IIIB combustible liquids.
- 28** Ethanol.
- 20** Flammable or combustible liquid, other.

Volatile Solid or Chemical

- 31** Fat, grease, butter, margarine, lard, tallow.
- 32** Petroleum jelly and nonfood grease.
- 33** Polish, paraffin, wax.
- 34** Adhesive, resin, tar, glue, asphalt, pitch, soot.
- 35** Paint, varnish—applied.
- 36** Combustible metal. Includes magnesium, titanium, and zirconium.
- 37** Solid chemical. Includes explosives. Excludes liquid chemicals (division 2) and gaseous chemicals (division 1).
- 38** Radioactive material.
- 30** Volatile solid or chemical, other.

Plastics

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

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**).
74 Fur, silk, other fabric, finished goods. Excludes fabrics listed in Code **71**.
75 Wig.
76 Human hair.
77 Plastic-coated fabric. Includes plastic upholstery fabric and other vinyl fabrics.
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. | 4 Act of nature. Includes causes related to weather, earthquakes, floods, and animals. |
| 2 Unintentional. Includes fires caused by careless, reckless, or accidental acts. | 5 Cause under investigation. |
| 3 Failure of equipment or heat source. Includes mechanical problems. | U 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).
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.
10 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.
50 Operational deficiency, other.

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. Includes prescribed burns.
70 Fire spread or control, other.

**Other Factors
Contributing to Ignition**

00 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.

-Asleep. Includes fires that result from a person falling asleep while smoking.

-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).

-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.

-Possibly mentally disabled. Excludes impairments of a temporary nature such as those caused by drugs or alcohol (2).

-Physically disabled.

-Multiple persons involved. Includes gang activity.

-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.

114 Humidifier, non-heat producing. Excludes heaters with built-in humidifiers (**131**, **132**).

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.
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.
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).

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 Digester, 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.
444 Non-video arcade game. Includes pinball machines and the like. Excludes electronic video games (755).
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.
600 Kitchen and cooking equipment, other.

Electronic and Other Electrical Equipment

711 Computer. Includes devices such as hard drives and modems installed inside the computer casing. Excludes external storage devices (**712**).
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.
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 shampoos.
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 Suntan 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.
877 Novelty Lighter.
881 Model vehicles. Includes model airplanes, boats, rockets, and powered vehicles used for hobby and recreational purposes.
882 Toy, powered.
883 Woodburning 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.
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).

Includes typical house current.

12 Batteries and low voltage (less than 50 volts).

10 Electrical, other.

Gas Fuels

21 Natural gas or other lighter-than-air gas.

Includes hydrogen.

22 LP gas or other heavier-than-air gas.

Includes propane and butane gas.

20 Gas fuels, other.

Liquid Fuels

31 Gasoline.

32 Alcohol.

33 Kerosene, diesel fuel, No. 1 and 2 fuel oil.

Includes industrial furnace oils and bunker oils.

34 No. 4, 5, and 6 fuel oils.

30 Liquid fuels, other.

Solid Fuels

41 Wood, paper.

42 Coal, charcoal.

43 Chemicals.

40 Solid fuels, other.

Other Power Sources

51 Compressed air.

52 Steam.

53 Water.

54 Wind.

55 Solar.

56 Geothermal.

57 Nuclear.

58 Fluid/hydraulic power source.

00 Power source, other.

UU Undetermined.

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.

1 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.

2 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).

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/arcng.
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. | exhaust systems of automobiles and sparks thrown off by trains. |
| 2 Mobile property was involved in ignition, but did not burn. Includes fires started by | 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.
- 36** Rapid transit car, trolley (self-powered for use on track). Includes self-powered rail passenger vehicles.

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 Sailboats. Includes those with auxiliary power.

40 Water vessels, other.

Aircraft

51 Personal, business, utility aircraft less than 12,500 lb (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 Aircraft, 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 lawnmowers, 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.

Make: The name of the manufacturer of the mobile property. Find the make of the mobile property in the dropdown box.

MOBILE PROPERTY MAKE CODES

AC Acura	FW FWD	MI Mahindra
AG Agco	GH Gehl	MA Maico
AR Alfa Romeo	GE Geo	MH Marmon
AL Allis Chalmers	GI Giehl	MS Maserati
AV Antique Vehicle	GL Gleaner	MY Massey Ferguson
AN Ariens	GM GMC (General Motors)	MV Massey Harris-Ferguson
AM Aston Martin	GV GVM	MZ Mazda
AT ATK	HD Harley Davidson	MJ McKee
AU Audi	HV Harvester	ME Melroe
AY Avery	HB Haybuster	MB Mercedes Benz
BS Belarus	HS Hesston	MC Mercury
BE Beta	HI Hino	MR Merkur
BM BMW	HO Honda	MF MHF
BO Bobcat	HG Hough	MT Mitsubishi
BR Briggs	HS Husky	MO Montesa
BL Buell	HU Husqverna	MW Montgomery Ward
BU Buick	HX Hydrax	MG Moto Guzzi
CD Cadillac	HY Hyundai	MM Moto Morini
CA Case	IF Infiniti	MD MTD
CB Case - David Brown	IN International	MU Murray
CI Case IH	IL International Farmall	NA Navistar
CP Caterpillar	IH International Harvester	NH New Holland
CE Century	IS Isuzu	NE New Idea
CH Chevrolet	IT Italjet	NI Nissan
CR Chrysler	IV Iveco	OL Oldsmobile
CV Classic Vehicle	JA Jaguar	OV Oliver
CO Continental	JE Jeep	OS Oshkosh
CC Crane Carrier (CCC)	JD John Deere	OW Owatona
CU Cub Cadet	KA Kawasaki	PT Peterbilt
DA Daihatsu	KE Kenworth	PU Peugeot
DE Demco	KI Kia	PI Pierce
DR Diamond Reo	KZ Kinze	PL Plymouth
DI Dixon	KO Kioti	PN Pontiac
DO Dodge	KN Knight	PR Porsche
DU Ducati	KM Komatsu	RN Range Rover
DT Duetz	KR Krause	RD Red Devil
DS Duetz-Allis	KT KTM	RG Rogue (Ottawa)
DF Duetz-Fahr	KU Kubota	RR Rolls Royce
ER Eager	LC Land Chief	SB Saab
EA Eagle	LR Land Rover	SA Saturn
EU Euclid	LT Landtrac	SG Scagg
FK Farm King	LE Lexus	SC Scania
FA Farmall	LI Lincoln	SE Sears Craftsman
FM Farmtrac	LN Long	SD Simon Duplex
FE Ferrari	LO Lotus	SI Simplicity
FT Fetrel	MN MacDon	SN Snapper
FO Ford	MK Mack	SR Steiger
FR Freightliner	ML Maely	ST Sterling
FG Frigstad		

SU Subaru
SZ Suzuki
TT Toro
TO Toyota
TL Trelan
TR Triumph
TJ Trojan
TB Troy-Bilt
UD UD
UR Ursus

UT Utilmaster
VR Vermeer
VS Versatile
VE Vespa
VO Volkswagen
VL Volvo
VG Volvo GMC
WK Walker
WL Walter
WS Western Star

WW Westward
WH White
WG White GMC
WD Woods
YA Yamaha
YM Yardman
YU Yugo
ZT Zetor
OO Other Make

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. | 4 Air-supported structure. |
| 1 Enclosed building. Includes subway terminals and underground buildings. | 5 Tent. |
| 2 Fixed portable or mobile structure. Includes mobile homes, campers, portable buildings, and the like that are used as permanent fixed structures. | 6 Open platform. Includes piers, wharves without a superstructure, loading docks without a roof, and the like. |
| 3 Open structure. Includes bridges, trestles, drilling structures, open stairways and walkways, 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. | 3 Idle, not routinely used (furnishings are in place). Includes seasonal properties during the off-season. |
| 1 Under construction. | 4 Under major renovation. |
| 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. | 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.

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.

00 Item contributing most to flame spread, other.

UU Undetermined

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

Flammable Gas

11 Natural gas. Includes methane and marsh gas.

12 LP gas. Includes butane, butane and air mixtures, and propane gas.

13 Anesthetic gas.

14 Acetylene gas

15 Hydrogen.

10 Flammable gas, other. Includes benzene, benzol, carbon disulfide, carbon monoxide, ethylene, ethylene oxide, and vinyl chloride.

Flammable or Combustible Liquid

21 Ether, pentane-type flammable liquid. Includes all Class 1A flammable liquids.

22 JP-4 jet fuel and methyl-ethyl-ketone-type flammable liquid. Includes all Class 1B flammable liquids.

Excludes gasoline (23).

23 Gasoline.

24 Turpentine, butyl-alcohol-type flammable liquid. Includes all Class IC flammable liquids.

25 Kerosene; Nos. 1 and 2 fuel oil; diesel-type combustible liquid.

Includes all Class II combustible liquids.

26 Cottonseed oil; Nos. 4, 5, and 6 fuel oil; creosote-oil-type combustible liquid. Includes all Class IIIA combustible liquids.

27 Cooking oil, transformer oil, lubricating

oil. Includes all Class IIIB combustible liquids.

20 Flammable or combustible liquid, other.

Volatile Solid or Chemical

31 Fat, grease, butter, margarine, lard, tallow.

32 Petroleum jelly and nonfood grease.

33 Polish, paraffin, wax.

34 Adhesive, resin, tar, glue, asphalt, pitch, soot.

35 Paint, varnish—applied.

36 Combustible metal. Includes magnesium, titanium, and zirconium.

37 Solid chemical.

Includes explosives. Excludes liquid chemicals

(division 2) and gaseous chemicals (division 1).
38 Radioactive material.
30 Volatile solid or chemical, other.

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**).
74 Fur, silk, other fabric, finished goods. Excludes fabrics listed in Code 71.
75 Wig.
76 Human hair.
77 Plastic-coated fabric. Includes plastic upholstery fabric and other vinyl fabrics.
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

- 0** Detector type, other.
- 1** Smoke.
- 2** Heat.
- 3** Combination smoke and heat in a single unit.
- 4** Sprinkler, water flow detection.
- 5** More than one type present.
- U** Undetermined

DETECTOR POWER SUPPLY CODES

- | | |
|---|---|
| <ul style="list-style-type: none">0 Detector power supply, other.1 Battery only.2 Hardwire only3 Plug-in.4 Hardwire with battery backup. | <ul style="list-style-type: none">5 Plug-in with battery backup.6 Mechanical. Includes spring-wound, stored pressure source, etc.7 Multiple detectors and power supplies.U Undetermined. |
|---|---|

DETECTOR OPERATION CODES

- | | |
|---|--|
| <ul style="list-style-type: none">1 Fire too small to activate detector.2 Detector operated. | <ul style="list-style-type: none">3 Detector failed to operate.U Undetermined |
|---|--|

DETECTOR EFFECTIVENESS CODES

- | | |
|---|---|
| <ul style="list-style-type: none">1 Detector alerted occupants, occupants responded.2 Detector alerted occupants, occupants failed to respond. | <ul style="list-style-type: none">3 There were no occupants.4 Detector failed to alert occupants.U Undetermined. |
|---|---|

DETECTOR FAILURE REASON CODES

- | | |
|---|--|
| <ul style="list-style-type: none">1 Power failure or hardwired detector shut off or disconnected.2 Improper installation or placement of detector.3 Defective detector.4 Lack of maintenance. Includes not cleaning. | <ul style="list-style-type: none">5 Battery missing or disconnected.6 Battery discharged or dead.0 Detector failure reason, other.U Undetermined. |
|---|--|

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-iqs/>. 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.

10 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.

50 Operational deficiency, other.

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. 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/arcng.
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.

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.

- 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).

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.

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

Other Fire Suppression Factors

- 000 Fire suppression factors, other.
- NNN None

- 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.
- 36** Rapid transit car, trolley (self-powered for use on track). Includes self-powered rail passenger vehicles.
- 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 Sailboats. 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 lawnmowers, 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.

114 Humidifier, non-heat producing. Excludes heaters with built-in humidifiers (**131**, **132**).

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.

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).
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 Digester, 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.
444 Nonvideo arcade game. Includes pinball machines and the like. Excludes electronic video games (755).
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.
- 600** Kitchen and cooking equipment, other.

***Electronic and Other
Electrical Equipment***

- 711** Computer. Includes devices such as hard drives and modems installed inside the computer casing. Excludes external storage devices (**712**).
- 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.
- 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 shampoos.
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 Make-up mirror, lighted.
847 Razor, shaver (electric).
848 Suntan 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 Woodburning 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.
NNN None.
UUU 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

DDS- Doctor or Dental Science
I The First
II The Second
III The Third

IV The Fourth
JR Junior
MD Medical Doctor
SR Senior

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.

2 Black or African American.

3 American Indian or Alaska Native.

4 Asian.

5 Native Hawaiian or other Pacific Islander.

0 Other. Includes multiracial.

U Undetermined

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.

- 20** Fire pattern, other.

Escape

- 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.

Collapse

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

Vehicle-Related Factors

- 51** Trapped in/by vehicle.

- 52** Vehicle collision, rollover.
- 50** Vehicle-related, other.

Equipment-Related Factor

- 61** Unvented heating equipment.
- 62** Improper use of heating equipment.
- 63** Improper use of cooking equipment.
- 60** Equipment-related factors, other.

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.
- 2** Rescue attempt.
- 3** Fire control.
- 4** Returning to vicinity of fire before control of fire. Excludes rescue attempt (**2**).
- 5** Returning to vicinity of fire after control of fire. Includes cleanup and salvage.
- 6** Sleeping.
- 7** Unable to act.
- 8** Irrational act.
- 0** Activity, other.
- 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.

02 Exterior stairway.
Includes fire escapes, exterior 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, 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 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**).

- 94** Open area, outside. Includes farmland, fields, lawns, parks, vacant lots.
- 95** Wildland, woods.
- 96** Construction/renovation area.
- 97** Multiple areas.
- 98** Vacant structural area.
- 90** Outside areas, other.

Other Specific Area of Fire Origin

- 00** Specific area of fire origin, other.
- UU** Undetermined

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
- 00** Primary apparent symptom, other

PRIMARY AREA OF BODY INJURED CODES

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

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

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 identifies 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 | 4 Training. |
| 1 Fire suppression. Includes HazMat, rescue, incident command, and safety. | 5 Maintenance. |
| 2 EMS. | 6 Communications. Includes fire alarm. |
| 3 Prevention or inspection. | 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). | 4 Moderate severity, lost-time injury. There is little danger of death or permanent disability. |
| 2 First aid only. | 5 Severe, lost-time injury. The situation is potentially life threatening if the condition remains uncontrolled. |
| 3 Treated by physician, not a lost-time injury. | 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 Tilling 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.

56 Escaping fire or hazard.

57 Moving/lifting patient with carrying device.

58 Moving/lifting patient without carrying device.

50 Access/egress, other.

EMS or Rescue

61 Searching for victim.

62 Rescuing fire victim.

63 Rescuing non-fire victim.

64 Water rescue.

65 Providing EMS care.

66 Diving operations.

67 Extraction with power tools.

68 Extraction with hand tools.

60 EMS/rescue, 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.

70 Other incident scene activity, other.

Station Activity

81 Moving about station, alarm sounding.

82 Moving about station, normal activity.

83 Station maintenance.

84 Vehicle maintenance.

85 Equipment maintenance.

86 Physical fitness activity, supervised.

87 Physical fitness activity, unsupervised.

88 Training activity or drill.

80 Station activity, other.

Other Activity

91 Incident investigation, during incident.

92 Incident investigation, after incident.

93 Inspection activity.

94 Administrative work.

95 Communications work.

UU Undetermined.

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

00 Primary apparent symptom, other.

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

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

00 Part of body injured, other.

Head

11 Ear.

12 Eye.

13 Nose.

14 Mouth. Includes lips, teeth, and interior.

10 Head, other.

Neck and Shoulders

21 Neck.

22 Throat.

23 Shoulder.

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).

- 63 Elbow.
- 64 Wrist.
- 65 Hand and fingers.

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.

- 84 Intestinal tract.
- 85 Genito-urinary.
- 80 Internal, other.

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.
- 00 Activity at time of injury, other.

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.
- 6 Contact with object (firefighter moved into or onto object). Includes running into objects, stepping on objects, or grabbing a hot or electrically charged object.
- 7 Overexertion/strain.
- U Undetermined.

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.

Excludes persons directly injured by a structural collapse or falling object (10 series).

- 32 Lost in building.
- 33 Operating in confined structural areas. Includes attics and crawl spaces.
- 34 Operating under water or ice.
- 30 Lost, caught, trapped, or confined, other.

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.

- 66** Firefighter standing on apparatus.
- 60** Vehicle or apparatus, other.

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. | 5 At scene, in structure. |
| 2 At fire department location. | 6 At scene, outside structure. |
| 3 En route to incident or assignment. | 7 At medical facility. |
| 4 En route to 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. | 36 In water. |
| 23 On roof. | 45 In attic or other confined structural space. |
| 24 On aerial ladder or in basket. | 49 In structure. Excludes attic, roof, or wall. |
| 25 On ground ladder. | 53 In tunnel. |
| 26 On vertical surface or ledge. | 54 In sewer. |
| 27 On fire escape or outside stairway. | 61 In motor vehicle. |
| 28 On steep grade. | 63 In rail vehicle. |
| 31 In open pit. | 64 In boat, ship, or barge. |
| 32 In ditch or trench. | 65 In aircraft. |
| 33 In quarry or mine. | 00 Specific location where injury occurred, other. |
| 34 In ravine. | UU Undetermined |
| 35 In well. | |

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

- | | |
|--|--|
| 1 Suppression vehicle. | 4 Non-fire department vehicle. Includes private auto. |
| 2 EMS vehicle. | N None. |
| 3 Other fire department vehicle. Includes passenger vehicles. | |

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 FIREGIGHTER CASUALTY FORM

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

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

ALY Alley
ANX Annex
ARC Arcade
AVE **Avenue**
BCH Beach
BND Bend
BLF Bluff
BLFS Bluffs
BTM Bottom
BLVD Boulevard
BR Branch
BRG Bridge
BRK Brook
BRKS Brooks
BG Burg
BGS Burgs
BYP Bypass
CP Camp
CYN Canyon
CPE Cape
CSWY Causeway
CTR Center
CTRS Centers
CIR Circle
CIRS Circles
CLF Cliff
CLFS Cliffs
CLB Club
CMN Common
CMNS Commons
COR Corner
CORS Corners
CT Court
CTS Courts
CV Cove
CVS Coves
CRK Creek
CRES Crescent
CRST Crest
XING Crossing
XRD Crossroad
XRDS Crossroads
CURV Curve
DL Dale
DM Dam
DV Divide
DR Drive
DRS Drives
EST Estate
ESTS Estates
EXPY Expressway
EXT Extension
EXTS Extensions
FALL Fall

FLS Falls
FRY Ferry
FLD Field
FLDS Fields
FLT Flat
FLTS Flats
FRD Ford
FRDS Fords
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
LNDG Landing
LN Lane
LGT Light
LGTS Lights
LF Loaf
LCK Lock
LCKS Locks
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

STRA Stravenue
STRM Stream

ST Street
STS Streets

SMT Summit

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 ranges 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.