

Intelligence Operations

ICS-209 Links and Information

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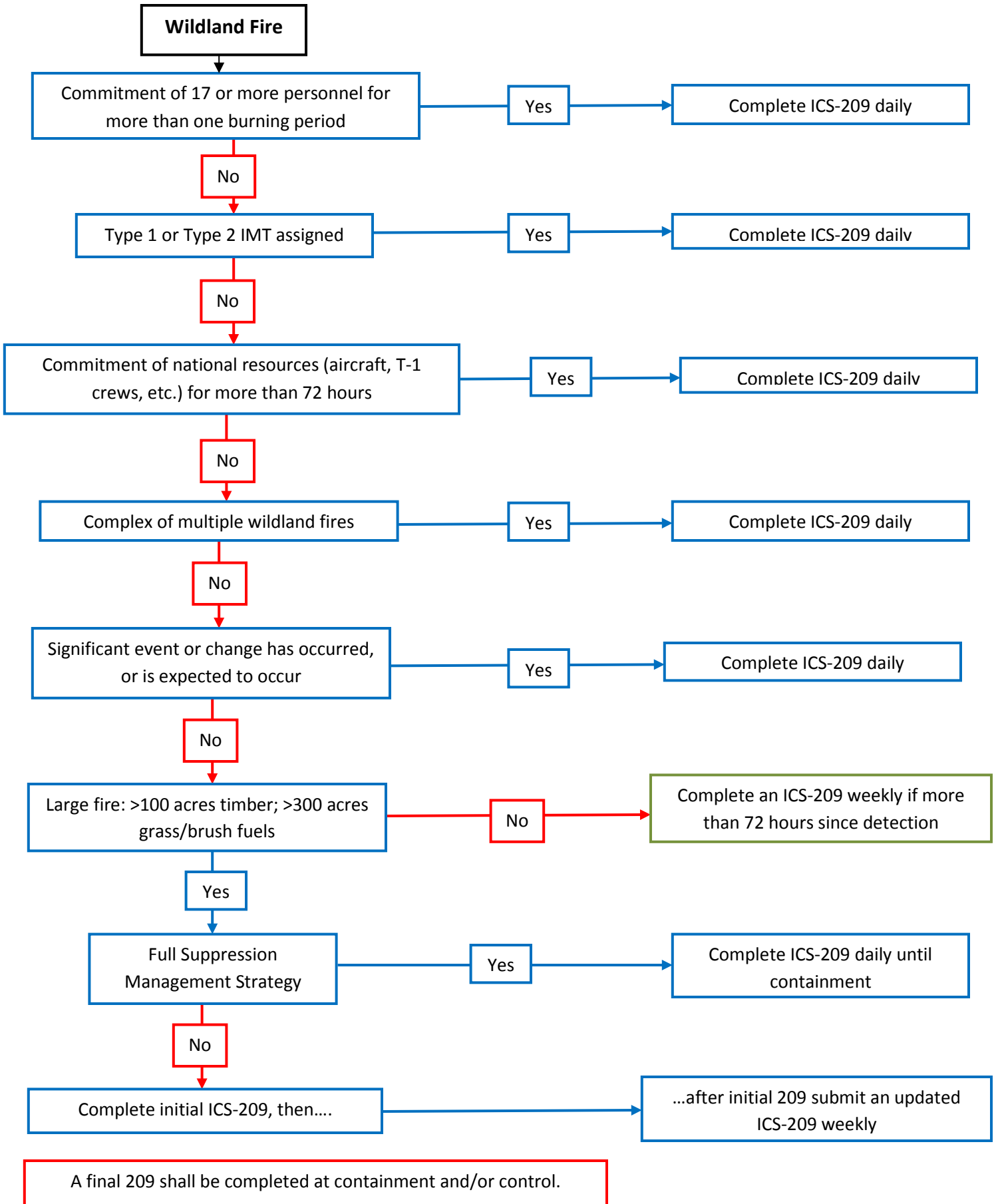
We are your help desk for all things 209 - user accounts, password resets and more.

FAMWEB Link: <https://fam.nwcg.gov/fam-web/>

FAMTEST Link: <https://famtest.nwcg.gov/fam-web/>

209 User Guide: <http://www.predictiveservices.nifc.gov/intelligence/intelligence.htm>

When to Report Wildland Fire Incidents with an ICS-209 - Alaska



ICS-209 User Guide 2.0 - Appendix A: Incident Status Summary

Purpose: To support the needs of the incident, the Incident Status Summary (209) collects basic incident decision support information at the incident level. The 209 is the primary mechanism for reporting incident decision support information above the incident level to incident coordination centers, support organizations, and agency/organizational managers and executives. As such, the 209 contains basic information elements needed to support decision-making at all levels above the incident to support the incident. Decision-makers may include not only the agency having jurisdiction, but also all Multiagency Coordination System (MACS) elements and parties, such as cooperating and assisting agencies/organizations, dispatch centers, emergency operations centers, administrators, elected officials, local, tribal, county, State, and Federal agencies. Once 209 information is submitted from the incident, decision-makers and others at all incident support and coordination points may transmit and share the information (based on its sensitivity and appropriateness) for access and use at local, regional, State, and national levels as it is needed to facilitate support.

Accurate and timely completion of the 209 is necessary to identify appropriate resource needs, determine allocation of limited resources when multiple incidents occur, and secure additional capability when there are limited resources due to constraints of time, distance, or other factors. The information included on the 209 influences the priority of the incident, and thus its share of available resources and incident support.

Use the 209 for reporting information about significant incidents. 209 is not intended for reporting every incident, as most incidents are of short duration and do not require scarce resources, significant mutual aid, or additional support and attention.

The 209 is designed to provide a “snapshot in time” to effectively move incident decision support information where it is needed. It should contain the most accurate and up-to-date information available at the time it is prepared. However, readers of the 209 may have access to more up-to-date or real-time information in reference to certain information elements on the 209. Coordination among communications and information management elements within ICS and among MACS should delineate authoritative sources for more up-to-date and/or real-time information when 209 information becomes outdated in a quickly evolving incident.

Reporting Requirements: The 209 is intended to be used when an incident reaches a certain threshold where it becomes significant enough to merit special attention, require additional resource support needs, or cause media attention, increased public safety threat, and so forth. Agencies or organizations may set their own reporting requirements so verify your jurisdiction’s or discipline’s policies, mobilization guide, or preparedness plans. Units should develop consistent 209 reporting parameters used by jurisdictions or disciplines for consistency over time, documentation, efficiency, trend monitoring, incident tracking, and so forth.

For example, an agency or MAC may require the submission of an initial 209 when a new incident has reached a certain pre-designated level of significance, including when a given number of resources are committed to the incident, when a new incident is not completed within a certain timeframe, or when impacts/threats to life and safety reach a given level.

Typically, 209 forms are completed either once daily or for each operational period – in addition to the initial submission. Jurisdictional or organizational guidance may indicate frequency of 209 submission

for particular definitions of incidents or for all incidents. This specific guidance may help determine submission timelines when operational periods are extremely short (e.g., 2 hours) and it is not necessary to submit new 209 forms for all operational periods. Any plans or guidelines should also indicate parameters for when it is appropriate to stop submitting 209s for an incident, based upon incident activity and support levels.

Preparation: When an Incident Management Organization (such as an Incident Management Team) is in place, the Situation Unit Leader or Planning Section Chief prepares the 209 at the incident. On other incidents, the 209 may be completed by a dispatcher in the local communications center, or by another staff person or manager. This form should be completed at the incident or at the closest level to the incident with the best possible, currently available, and verifiable information at the time it is completed and signed.

This form is designed to serve incidents impacting specific geographic areas that can easily be defined. It also has the flexibility for use with ubiquitous events, or those events that cover extremely large areas and that may involve many jurisdictions and ICS organizations. For these incidents, it is useful to clarify on the form exactly which portion of the larger incident the 209 is meant to address. For example, a particular 209 submitted during a statewide outbreak of mumps may be relevant only to mumps-related activities in Story County, Iowa. This can be indicated in both the incident name, Block 1, and in the Incident Location Information section in Blocks 16–26.

While most of the **Incident Location Information** in Blocks 16–26 is optional, the more information that can be submitted, the better. Submission of multiple location indicators increases accuracy, improves interoperability and increases information sharing between disparate systems. Preparers should be certain to follow accepted protocols or standards when entering location information and clearly label all location information. As with other 209 data, geospatial information may be widely shared and utilized, so accuracy is essential.

When electronic data is submitted with the 209, do not attach or send extremely large data files. Incident geospatial data that is distributed with the 209 should be in simple incident geospatial basics, such as the incident perimeter, point of origin, and so forth. Data file sizes should be small enough to be easily transmitted through dial-up connections or other limited communications capabilities when 209 information is transmitted electronically. Any attached data should be clearly labeled as to format content and collection time and should follow existing naming conventions and standards.

Distribution: 209 information should be completed at the closest possible level to the incident (preferably at the incident). Once the 209 is submitted to a dispatch center or MAC group, it may subsequently be transmitted to various incident support and coordination entities based on the support needs and the decisions made within the MAC groups in which the incident occurs.

Coordination with public information system elements and investigative/intelligence information organizations at the incident and within MACS is essential to protect information security and to ensure optimal information sharing and coordination. There may be times in which particular 209s contain sensitive information that should not be released to the public (such as information regarding active investigations, fatalities, etc.). When this occurs, the 209 (or relevant sections of it) should be labeled appropriately, and care should be taken in distributing the information within MACS.

Tips for 209s

Please refer to Appendix D of the ICS-209 Program (NIMS) User Guide for detailed instructions on filling out the 209. There are also hover tips available for each block within the application. The following is intended to highlight specific blocks and the information they should contain. Screen captures from actual 209s have been added as examples. (Note some images were taken from 209s prior to the system changing several years ago – block numbers may not match exactly.)

Block 14 Short Location/Description – Fire is <X> miles <cardinal or primary intercardinal direction> from <incorporated town or city>.

35 mi NW of Tok, AK

Block 28: Fire Behavior –Try to get specifics and provide quantifiable data. Example, the fire made a 1.5 mile run in X amount of time.

High intensity surface fire with single and group tree torching and short crown runs. Fire behavior increased due to the lifting of the inversion and the southerly flow aloft.

Block 36: Projected Incident Movement – try not to copy and paste the same exact piece of information in each time frame; a fire does not remain that stagnant. Try to reference growth both in terms of direction and size. Paint the picture.

26: Projected incident movement/spread 12, 24, 48, and 72 hour time frames: 12 hours: Continued growth to south and east expected due to forecast NW winds. 24 hours: Continued growth to south and east expected due to forecast NW winds. 48 hours: Predicted light and variable winds could allow for some growth to the north, east, and south. 72 hours: Predicted south winds may allow additional growth to the north.
27: Values at Risk: include communities, critical infrastructure, natural and cultural resources in 12, 24, 48 and 72 hour time frames: 12 hours: King City 24 hours: Sheep Creek values 48 hours: American Wellesley Lake Cabin 72 hours: Snag Creek Airstrip values, Wolf Lake Cabin, Mirror Ridge allotment

Block 38: Values at Risk – list the most important value first, which is probably structures, but try to be specific and use “primary residence”, “community of...”. “Site protection” is not detailed enough – what is so important about the sites being protected? “Cabins” to the L-48 does not necessarily conjure up what we are protecting; be more specific – is it a primary residence? Use descriptive words and phrases as applicable. Explain the numbers entered in Block 30 – Damage Assessment Information here.

12 hours: **I-80 corridor, power transmission lines, mule deer and antelope summer and winter range, cultural resources and historical trails nearby**

12 hours: **Scattered ranches/cabins within and adjacent to the fire. Utility infrastructure. Numerous cattle and sheep out ahead of the fire. Priority sage grouse habitat. Wildlife winter range. Range resources. Important trout habitat on the South Fork Boise River. Oregon Trail national historic trail.**

Block 36/38: If you have values threatened, make sure projected incident movement is described.

12 hours: **Limited fire spread is expected due to night time conditions.**

24 hours: **The Boulder and Shelly Fires are expected to combine into one fire. The fire is expected to spread to the northeast approximately one quarter of a mile to the head of Jackass Gulch due to topographic features and predicted southerly winds. Fire is expected to spread north, one half mile to the ridge between Titmouse Gulch and Sur Creek. Continued fire spread one quarter of a mile to the southwest into Big Creek. Fire is expected to spread one quarter mile to the north-northwest towards Crapo Mtn.**

48 hours: **Minimal fire spread is expected due to lower temperatures and higher humidity with a chance of wet afternoon thunderstorms.**

72 hours: **Minimal fire spread is expected due to lower temperatures and higher humidity with a chance of wet afternoon thunderstorms.**

Block 39: Critical Resource Needs – Be sure to list the amount, type, kind and number of operational periods needed. Do not assume all resources come with 14 days on them. Any critical resource need must also have a ROSS order placed for the resource.

12 hours: **(1)IHC and (2)T2IA crews, 4 operational periods**

Block 40: Strategic Discussion – explain why you need the resources listed in Block 39. What is it and what will you be using it for? Make a case for why you need the best. What is unique about your fire that makes suppression difficult? Maybe steep rugged terrain, personnel spiked out, little logistical support, accessible only by air, etc. One way to look at it - If you have the best you will accomplish x and it will take this much time, or you could have second best and be busy doing x for a longer period of time. Part of the point is you will succeed when you receive the resources you have asked for. Do not use a change in the weather as the point you will succeed, as that is saying that no matter how many resources you throw at this fire, only the weather will do the job.

1) Logistic constraints are hampering attainment of objectives. Lack of paracargo and rotor capability is hindering protection efforts. 2) Heavy fuels and high to extreme DMC's 3) Large number of dispersed structures and commercial property with guests are complicating protection plans and threatening to require significant commitment of point protection supplies and personnel.

Steep, inaccessible terrain, fires are well established and due to access, fuels, topography will have significant growth over an extended timeframe before containment/control can be achieved. Air support and type 1 crews are essential to success. Burnouts are ongoing. Loss of the few Type 1 crews we have with no replacements will significantly reduce our ability to engage portions of the fire and cause us to look at a more indirect strategy. If we get at least 6 Type 1 crews for 10 shifts we can reduce acres and potentially 4 to 5 weeks of active suppression with 20 type 2 crews.

The 209 system does not have spell check, but if you want to check it, open up the completed, but unapproved version and copy – paste into an email or into Microsoft Word. All misspelled words should be underlined.

Don't Do This

This 209 is claiming minimal movement, but structures are still threatened, and they want a hotshot crew. If there is minimal spread are the structures really still in danger? And do you really need a hotshot crew? There should be additional justification on why a finite resource – an IHC – is needed for a fire that is not anticipated to grow anymore. Also, every time frame should not be a copy and paste of the same exact information.

26: Projected incident movement/spread 12, 24, 48, and 72 hour time frames: 12 hours: minimal 24 hours: minimal 48 hours: minimal 72 hours: minimal
27: Values at Risk: include communities, critical infrastructure, natural and cultural resources in 12, 24, 48 and 72 hour time frames: 12 hours: Structures in the Two Rivers area 24 hours: Structures in the Two Rivers area 48 hours: Structures in the Two Rivers area 72 hours: Structures in the Two Rivers area
28: Critical Resource Needs (amount, type, kind and number of operational periods ()) in priority order in 12, 24, 48, and 72 hour time frames): 12 hours: Type 1 IHC 24 hours: Type 1 IHC 48 hours: Type 1 IHC 72 hours: Type 1 IHC

How are allotments threatened on a fire that is not expected to move?

26: Projected incident movement/spread 12, 24, 48, and 72 hour time frames: 12 hours: There is no projected movement for this fire. 24 hours: 48 hours: 72 hours:
27: Values at Risk: include communities, critical infrastructure, natural and cultural resources in 12, 24, 48 and 72 hour time frames: 12 hours: Four native allotments threatened within 12 hours. 24 hours: 48 hours: 72 hours:

It is good to explain size, but they really want to know in which direction the fire is expected to burn and what is in its path that needs to be protected.

26: Projected incident movement/spread 12, 24, 48, and 72 hour time frames: 12 hours: 200 acres 24 hours: 400 acres 48 hours: 600 72 hours: 600 still after 72 hours as weather is expected to change and during the last period of benign weather the fire experienced very little growth.

Don't copy and paste in every single block! If there is no projected movement because there is a dozer line and hose lay around the fire, then how are there still values at risk? The information needs to support itself.

<p>26: Projected incident movement/spread 12, 24, 48, and 72 hour time frames: 12 hours: None, due to dozer line and hose lay around the fire. 24 hours: None, due to dozer line and hose lay around the fire. 48 hours: None, due to dozer line and hose lay around the fire. 72 hours: None, due to dozer line and hose lay around the fire.</p>				
<p>27: Values at Risk: include communities, critical infrastructure, natural and cultural resources in 12, 24, 48 and 72 hour time frames: 12 hours: Building # 800 in Clear AFB, Clear AFB and to town of Anderson. 24 hours: Building # 800 in Clear AFB, Clear AFB and to town of Anderson. 48 hours: Building # 800 in Clear AFB, Clear AFB and to town of Anderson. 72 hours: Building # 800 in Clear AFB, Clear AFB and to town of Anderson.</p>				
<p>28: Critical Resource Needs (amount, type, kind and number of operational periods () in priority order in 12, 24, 48, and 72 hour time frames): 12 hours: 1 - Type 1 Crew, 2 - Type 2 Crews, Water tenders w/2,000 gal. 24 hours: 1 - Type 1 Crew, 2 - Type 2 Crews, Water tenders w/2,000 gal. 48 hours: 1 - Type 1 Crew, 2 - Type 2 Crews, Water tenders w/2,000 gal. 72 hours: 1 - Type 1 Crew, 2 - Type 2 Crews, Water tenders w/2,000 gal.</p>				
<p>29: Major problems and concerns (control problems, social/political/economic concerns or impacts, etc.) Relate critical resources needs identified above to the Incident Action Plan. Building # 800 in Clear AFB, Clear AFB and to town of Anderson are threatened.</p>				
<p>30: Observed Weather for Current Operational Period Peak Gusts (mph): 15-20 Max. Temperature: 73 Wind Direction: W Min. Relative Humidity: 42</p>		<p>31: Fuels/Materials Involved: 10 Timber (litter and understory) Black Spruce; Logging Slash</p>		
<p>32: Today's observed fire behavior (leave blank for non-fire events): 1700 HRS got wind gust with dry conditions made fire in the interior erratic, flare ups.</p>				
<p>33: Significant events today (closures, evacuations, significant progress made, etc.): Observed erratic winds creating whirls within the fire.</p>				
<p>34: Forecasted Weather for next Operational Period Wind Speed (mph): 4-8 Temperature: 69-79 Wind Direction: SW Relative Humidity: 21-36</p>		<p>35: Estimated Control Date and Time:</p>	<p>36: Projected Final Size:</p>	<p>37: Estimated Final Cost:</p>
<p>38: Actions planned for next operational period: Continue mop-up 10 feet into the black, reenter dozer line, with dozer, establish new water source.</p>				

Requesting a New Account in FAMWEB and FAMTEST

To request a new FAMWEB Logon ID for the SIT/209 applications, click the FAMWEB Logon Request link located on the lower-left menu. To request a FAMTEST SIT/209 account, click **New User Accounts** in the middle of the screen followed by **Application Account**.

Complete the online registration form. Note the following account tips:

1. **User Name:** Enter your User Name. Your User Name is case sensitive and must be unique within FAMWEB. A password must be at least three alphanumeric characters in length, but no more than three. Ideally, the User Name should be the person's first name initial, middle name initial and last name (or portion of last name). A numeral may also be included for very common names to avoid duplication. For example, FredSmith2.
2. **Password:** Enter your **case sensitive** password. The password must be at least 12 characters, but no more than 14. It must also contain three of the following:
 - a. At least one number.
 - b. One symbol such as ~, #, \$, excluding \, (, %,), /, @, ', or ".
 - c. One upper case letter; one lower case letter;
 - d. Cannot have been used previously.
3. Complete all boxes. This identifies who you are to FAMWEB managers. Incomplete requests may be rejected.
4. Check the box for SIT-209 access. *This is key!*
5. In the Comment field, describe your tasking with FAMWEB (e.g., what unit you are with and what organizational data you are responsible for, etc.)

Once registered, contact AICC Intel to activate your account.

When you already have access to the FIRESTAT, AMIS, AWSR and ARS applications call AICC Intel for access to the SIT/209 application. Current application users that come to Alaska on assignment from another geographic area need to contact AICC Intel for access in Alaska.

For 209 Program Outages, follow this back-up process:

Complete the digital 209 form and email it to the Alaska Interagency Coordination Center Intel (blm_ak_accint_dispatch@blm.gov, gbranson@blm.gov, or cvanderh@blm.gov) and to the National Interagency Coordination Center (NICC) (intell@blm.gov, cleonard@blm.gov). If a hard copy 209 form is filled out, fax it to both the AICC (AICC fax: 907-356-5678) and the NICC (NICC faxes: 208-387-5663, or 208-387-5414). Regardless of submission method, it is imperative to call AICC (907-356-5671 or 907-356-5674) and NICC (208-387-5093, or 208-387-5400) to let them know that a 209 is being submitted by fax or email. This will help to ensure that the 209 report gets to the Intelligence staff in a timely manner.

Color Coded 209

The blank 209 form on the following pages is color coded to denote information that “**rarely changes**”, “**sometimes changes**”, and should “**almost always change**”. There is a companion chart following that places each block in the appropriate column.

ICS-209 Fields and How Often They Change

Rarely Changes	Sometimes Changes	Almost Always Changes
*1. Incident Name	*4. Incident Commander(s) & Agency or Organization	*3. Report Version
*2. Incident Number	5. Incident Management Organization	7. Current Incident Size or Area Involved
*6. Incident Start Date/Time	*9. Cause and *Strategy %	8a. Percent (%) Contained or Completed
*9. Incident Type	10. Incident Complexity Level	8b. Total % of Perimeter that will be Contained or Completed
*16. State	*12. Prepared By	*11. For Time Period
*17. County/Parish/Borough	*13. Approved By	*28. Observed Fire Behavior or Significant Events for the Time Period Reported
18. City	*14. Date/Time Submitted	41. Planned Actions for Next Operational Period
19. Unit or Other	*15. Primary Location, Organization, or Agency Sent To	*45. Estimated Incident Costs to Date
20. Incident Jurisdiction	29. Primary Fuel Model, Materials, or Hazards Involved	
*21. Incident Location Ownership	30. Damage Assessment Information	
*22. Latitude/Longitude	31. Public Status Summary	
23. US National Grid Reference	32. Responder Status Summary	
24. Legal Description (township, section, range)	33. Life, Safety, and Health Status/Threat Remarks	
*25. Short Location or Area Description	*34. Life, Safety, and Health Threat Management	
26. UTM Coordinates	35. Weather Concerns	
27. Available geospatial data	*36. Projected Incident Activity, Potential, Movement, Escalation, or Spread	
37. Strategic Objectives	*38. Current Incident Threat Summary and Risk Information	
	39. Critical Resource Needs	
	40. Strategic Discussion	
	42. Projected Final Incident Size/Area	
	43. Anticipated Incident Containment or Completion Date	
	44. Projected Significant Resource Demobilization Start Date	
	46. Projected Final Incident Cost Estimate	
	47. Remarks	
	48. Agency or Organization	
	49. Resources	
	50. Additional Personnel	
	51. Total Personnel	
	52. Total Resources	