

San Mateo County Fire Service POLICIES AND STANDARDS MANUAL

Title: Incident Tactical Worksheet

Policy No. 2000-02

Adopted 08/01/00

Revised 09/27/06

- Purpose:** The purpose of this policy is to adopt a standard incident organizer work sheet for use by command personnel at emergency incidents.
- Policy:** It is the policy of the San Mateo County Fire Chiefs that Incident Commanders use the standardized tactical work sheet.
- Background:** Changes in NFPA standards and other regulatory requirements have been increasing the need for fire service officers to carefully document emergency incident activities. A tactical worksheet helps the IC to capture of critical incident information that can be used to document on scene decision-making and assist in post-incident review.
- Standard:**
1. The Incident Commander or his/her aide will record applicable incident information using an approved incident tactical worksheet.
 2. Approved tactical worksheets may be obtained from FIREScope at www.firescope.org.