

ICS FORM 219, RESOURCE STATUS CARDS

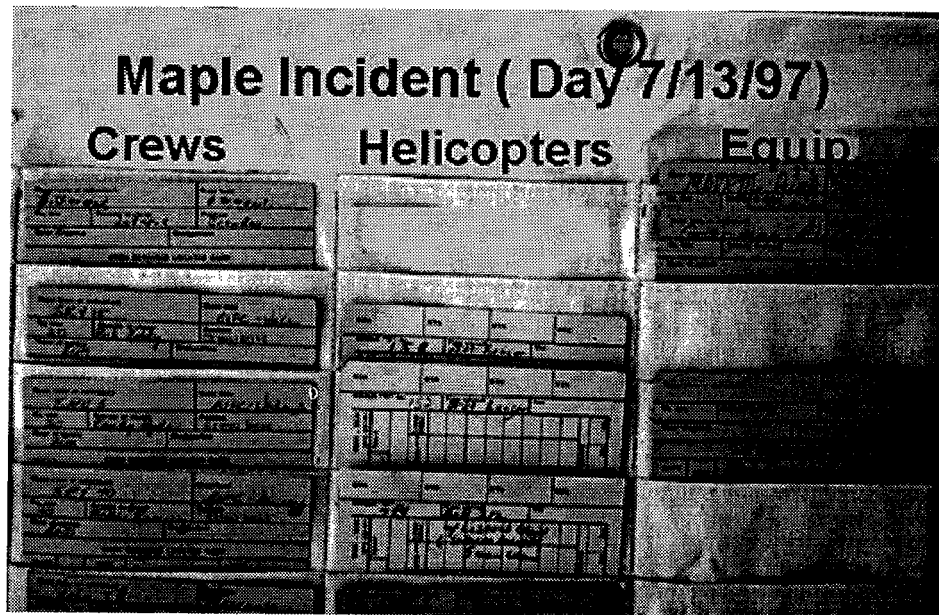
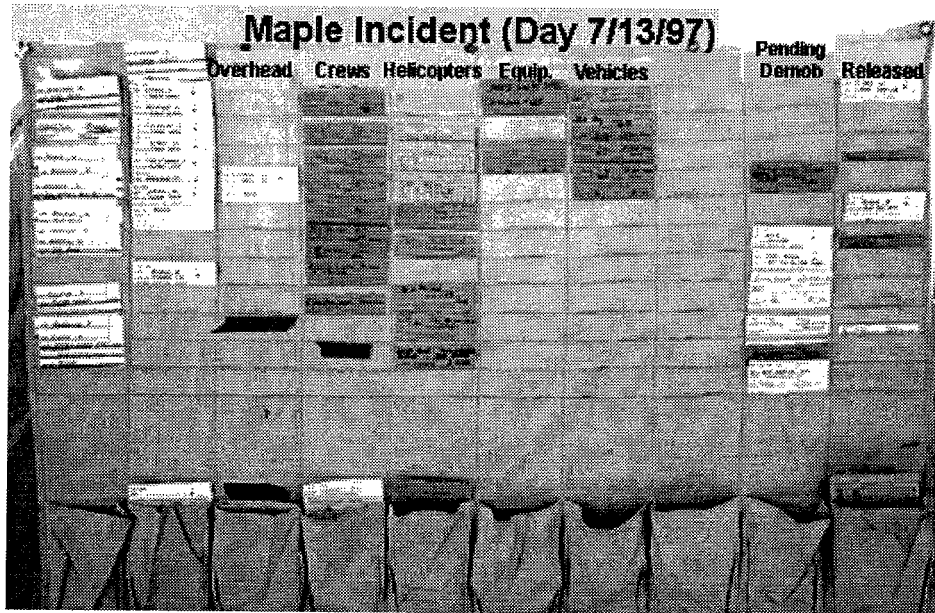
The resources unit leader may require the status/check-in recorder to record information about incident resources on ICS Form 219, Resource Status Cards, commonly referred to as “T-cards.” There are eight resource status cards, numbered as ICS Form 219-1 through 219-8 (see page 27).

PURPOSE:

- Resource status cards provide a format to identify incident resources and record and document their status, location and demobilization. It is important that the resource status cards are accurately completed and kept updated.
- Completed resource status cards are filed in a rack called a “Resource Locator” (sometimes referred to as a “Resource Status Rack” or “T-card Rack”). The resource locator may be a fabric material with pockets or made of metal with slots to hold the cards. When filed in the resource locator, the resource status cards provide a visual display of the status and location of resources assigned to the incident (see Figure 10).

The resource locator may be used by all incident personnel as a visual indicator for the status and location of incident resources, but the status/check-in recorder and/or resources unit leader need to maintain control over actually changing information on the cards, moving the cards in the rack, etc.

Figure 10—Example of Resource Locator



FORMAT:

- Eight (8) different colored ICS Form 219, Resource Status Cards, are used (see following table):

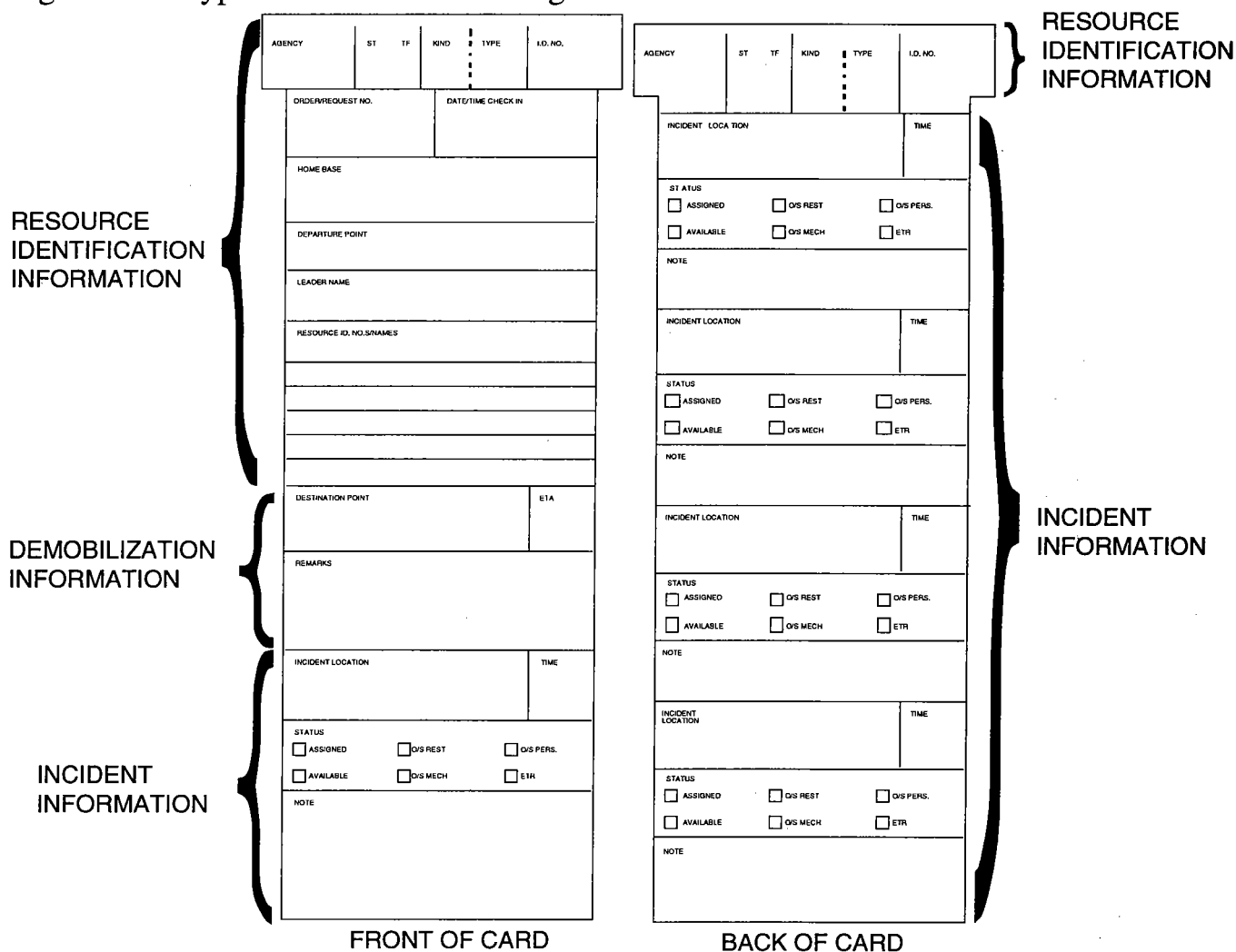
RESOURCE STATUS CARDS TYPE, PURPOSE AND COLOR

ICS Form Designation:	Used to Record Information About:	Card Color:
ICS 219-1	Header Card, NFES 1342, (used only as a label card in resource locator racks)	Gray
ICS 219-2	Crew, NFES 1344, (used for hand crews/camp crews/ rehab crews, etc.)	Green
ICS 219-3	Engine, NFES 1345	Rose
ICS 219-4	Helicopter, NFES 1346	Blue
ICS 219-5	Personnel, NFES 1347	White
ICS 219-6	Aircraft, NFES 1348	Orange
ICS 219-7	Dozers, NFES 1349	Yellow
ICS 219-8	Misc. Equipment/Task Force NFES 1350	Buff (sometimes called "tan")

INFORMATION:

- Each resource status card has space available for recording the following types of information and Figure 11 is an example of where this information is recorded on the resource status card.
 - Resource identification information (data summary from ICS Form 211)
 - Demobilization information (data summary from demobilization unit)
 - Incident information (data summary about assignments and status)

Figure 11—Types of Information Categories On Resource Status Cards



- Information to be placed on a resource status card may be obtained from several sources, including but not limited to:
 - ICS Form 201, Incident Briefing Form
 - ICS Form 204, Division Assignment List
 - ICS Form 210, Status Change Card
 - ICS Form 211, Check-in List
 - ICS Form 215, Operational Planning Worksheet
 - ICS Form 220, Air Operations Summary Worksheet
 - Agency-supplied information
- Information blocks on the resource status cards are set up to allow easy transfer of data from these sources.
- A change in status or assignment should be noted on the resource status card utilizing blocks relating to the incident information printed on the front and/or back of the card. This provides a chronological record during the course of the incident.
- When all boxes on the resource status card are completed, begin a new resource status card by placing “2”, “3” ... in the lower left corner of the top portion of the identification information block. Staple the new resource status card behind the original card.

LAYOUT AND FILING OF RESOURCE STATUS CARDS:

- Resource locator display racks are available in different sizes, having slots to file individual resource status cards vertically.
- Several displays may be required to adequately portray the status and location of all incident resources (day and night operational period resources, incident base resources, etc.).
- Space on the displays should be arranged to allow for resource assignments, including but not limited to the following locations/categories:
 - Incident base (by name)
 - Camps (by name)

- Sections, branches, divisions and groups
 - Staging areas (by name)
 - En route status
 - Other locations (e.g., helibase)
 - Unassigned resources by incident assignment
- Incident locations/categories are recorded on the gray header cards (ICS Form 219-1).
 - Assigned incident resources are recorded on the appropriate colored resource status card (ICS Forms 219-2 through 8).
 - Resource status cards are filed vertically below each header card as to assignment during each operational period.
 - Review and revision of the resource status cards each operational period provides an up-to-date visual display of the status and location of each resource:

DISTRIBUTION:

- Resource status cards are displayed in the resource locator, where they can be easily viewed and retrieved.
- Resource status cards are retained by the resources unit until demobilization.
- Upon demobilization, resource status cards are turned in to the documentation unit.

INSTRUCTIONS FOR RECORDING AND PROCESSING THE RESOURCE STATUS CARDS

Instructions for filling in each block on the resource status cards are included in the following text and are not repeated for each type of card unless necessary for clarification.

RECORDING RESOURCE STATUS CARDS

ICS Form 219-1, Header Card

The gray header card is used as a label to designate either locations or status in the resource locator racks (see Figure 12). The organization of the locator racks will vary depending upon the type and size of incident. Resources unit personnel can print location data (e.g., COMMAND STAFF, BRANCH 1, DIVISION C, SUNSET BASE), and/or status information (e.g., UNASSIGNED, ENROUTE, etc.) on the tops of the cards with felt tip pens. The header cards are then placed into the resource locator racks at the appropriate locations as determined by the resources unit personnel.

Figure 12—ICS Form 219-1, Header Card

<i>DIVISION B</i>
HEADER CARD 219-1 ICS 2-81

ICS Form 219-5, Personnel Resource Status Card

Initial data for the white-colored personnel resource status card comes largely from ICS Form 211, Check-In List. The data obtained from the check-in list includes:

- Three-letter agency identifier preceded by two-letter state identifier
- Person's name
- Order and/or request number
- Date and time of check-in
- Whether or not on manifest
- If on manifest, person's weight
- Home base
- Departure point
- Method of travel to the incident
- Incident assignment
- Person's other ICS qualifications

The data items on page 34, designated "A" through "S" are to be entered on ICS Form 219-5, Personnel Resource Status Card as illustrated in Figure 13.

The rest of ICS Form 219-5, Personnel Resource Status Card is used to record changes in the location and/or status of the resource for which the card has been completed and Figure 14 is an example of a completed card.

Data Item:	Data Field on Resource Card:	Explanation:
A	Agency	Three-letter identifier for the subject person's home agency preceded by two-letter state identifier
B	Name	The person's name
C	Incident Assignment	The person's current ICS assignment (use mnemonics)
D	Order/Request No.	Record the order and/or request number assigned to that individual as shown on the Resource Order Form.
E	Date/Time Check-in	The date and time the person checked-in to the incident.
F	Home Base	The home base of the resource (home unit, home office, duty station, company office)
G	Departure Point	Location of initial dispatch from home base and where the resource should return.
H	Method of Travel	The method of travel used by the person to get to the incident (e.g., air, bus).
I	On Manifest	Check whether or not the person is on a manifest.
J	Weight	If a person is on a manifest, record his or her weight from manifest information.
K	Transportation Needs	Leave this space blank for use by the demobilization unit.
L	Date/Time Ordered	Leave this space blank for use by the demobilization unit.
M	Date/Time Confirmed	Leave this space blank for use by the demobilization unit.
N	Destination Point	Leave this space blank for use by the demobilization unit.
O	Remarks	Record the person's other ICS qualifications or other pertinent information in this space.
P	Incident Location	The incident location of the individual (e.g., Division A, Base, Staging Area, etc.)
Q	Time	The time and date when the location and/or status changes.
R	Status	Check the appropriate status for the person, as follows:
	Assigned	Currently working
	Available	Ready for assignment.
	O/S rest	Out of service, for rest
	O/S mech	Out of service, for mechanical reasons (e.g., stranded with disabled vehicle, out of service due to broken radio, etc.)
	O/S pers	Not applicable to personnel resources. Use for equipment when there are no personnel to operate it.
	ETR	When a person is O/S, enter the date and time he or she is expected to return to service
S		This space is for any additional information pertinent to the person's status.

Figure 13—Data Items For ICS Form 219-5, Personnel Resource Status Card

A	AGENCY	NAME	INCIDENT ASSIGNMENT	C
B				
D	ORDER/REQUEST NO.	DATE/TIME CHECK IN		E
	HOME BASE			F
	DEPARTURE POINT			G
	METHOD TRAVEL <input type="checkbox"/> OWN <input type="checkbox"/> BUS <input type="checkbox"/> AIR			H
	OTHER			
I	ON MANIFEST <input type="checkbox"/> YES <input type="checkbox"/> NO	WEIGHT		J
	TRANSPORTATION NEEDS <input type="checkbox"/> OWN <input type="checkbox"/> BUS <input type="checkbox"/> AIR			K
	OTHER			
L	DATE/TIME ORDERED	DATE/TIME CONFIRMED		M
N	DESTINATION POINT	ETA		
	REMARKS (Includes other qualifications)			O
P	INCIDENT LOCATION	TIME		Q
	STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			R
	NOTE			S

Obtain information for items "A" through "J" from ICS Form 211, Check-in List.

Demobilization Unit fills in items "K" through "N."

Complete items "O" through "S" with information regarding incident assignment.

Figure 14—Example of Completed ICS Form 219-5, Personnel Resource Status Card

AGENCY <i>CA</i> <i>BDU</i>	NAME <i>METCALF</i>	INCIDENT ASSIGNMENT <i>DIVS</i>
ORDER/REQUEST NO. <i>O-8</i>	DATE/TIME CHECK IN <i>8/23/1630</i>	
HOME BASE <i>San Bernardino</i>		
DEPARTURE POINT <i>San Bernardino</i>		
METHOD TRAVEL <input checked="" type="checkbox"/> OWN <input type="checkbox"/> BUS <input type="checkbox"/> AIR		
OTHER <i>CDJ Sedan 6501</i>		
ON MANIFEST <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	WEIGHT	
TRANSPORTATION NEEDS <input checked="" type="checkbox"/> OWN <input type="checkbox"/> BUS <input type="checkbox"/> AIR		
OTHER <i>CDJ Sedan 6501</i>		
DATE/TIME ORDERED <i>9/9 1400</i>	DATE/TIME CONFIRMED <i>9/12 0800</i>	
DESTINATION POINT <i>San Bernardino</i>	ETA <i>1700</i>	
REMARKS (includes other qualifications) <i>PSC2</i> <i>OSC2</i>		
INCIDENT LOCATION <i>Div A</i>	TIME <i>1630</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR		
NOTE <i>Need 4x4 vehicle for division assignment</i>		

Front

AGENCY <i>CA</i> <i>BDU</i>	NAME <i>METCALF</i>	INCIDENT ASSIGNMENT <i>DIVS</i>
INCIDENT LOCATION <i>Div C</i>		TIME <i>8/25</i> <i>2130</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR		
NOTE <i>Need 4x4 vehicle for division assignment</i>		
INCIDENT LOCATION <i>ICP</i>		TIME <i>9/3</i> <i>2130</i>
STATUS <input type="checkbox"/> ASSIGNED <input checked="" type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR		
NOTE <i>Will use own transportation</i>		
INCIDENT LOCATION <i>Div E</i>		TIME <i>9/4</i> <i>2100</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR		
NOTE <i>Need 4x4 Vehicle for division assignment</i>		
INCIDENT LOCATION <i>ICP</i>		TIME <i>9/10</i> <i>2100</i>
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input checked="" type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR		
NOTE		

Back

ICS Form 219-3, Engine; ICS Form 219-7, Dozer; And ICS Form 219-8, Misc. Equipment/Task Force Resource Status Cards.

These resource status cards are colored rose, yellow and buff, respectively. Initial data for these cards comes largely from ICS Form 211, Check-In List. When filling out a resource status card for a single resource, the minimum information needed to start the resource status card is the agency identifier preceded by the state identifier, the kind and type of resource, and the resource identification number. Three-letter agency identifiers are listed in Unit Identifiers, NFES #2080. Kind and type of resources can be found in the Fireline Handbook, NFES #0065.

The following table shows kind and type designation for engines, dozers, water tenders, and tractor plows for entry on ICS Form 219-3, 7, & 8 resource status cards:

Resource	Kind	Type
Engines	E	1-7
Dozers	D	1-3
Water Tenders	WT	1-3
Tractor Plows	TP	1-4

The data items designated “A” through “P” are to be entered on the engine, dozer and miscellaneous equipment/task force resource status cards as illustrated in Figure 15.

Data Item:	Data Field on Resource Card:	Explanation:												
A	Agency	The three-letter agency identifier for the home agency preceded by the two-letter state identifier.												
B	ST or TF	Used only for strike team or task force.												
C	Kind/Type	(See Fireline Handbook, Appendix A for resource typing) and code as follows: <table border="0" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;"><u>Kind</u></th> <th style="text-align: left;"><u>Type</u></th> </tr> </thead> <tbody> <tr> <td><u>Engine Card:</u></td> <td>"E" 1-7</td> </tr> <tr> <td><u>Dozer Card:</u></td> <td>"D" 1-3</td> </tr> <tr> <td><u>Misc. Equip/Task Force Card:</u></td> <td></td> </tr> <tr> <td><u>Water Tender</u></td> <td>"WT" 1-3</td> </tr> <tr> <td><u>Tractor Plow</u></td> <td>"TP" 1-4</td> </tr> </tbody> </table>	<u>Kind</u>	<u>Type</u>	<u>Engine Card:</u>	"E" 1-7	<u>Dozer Card:</u>	"D" 1-3	<u>Misc. Equip/Task Force Card:</u>		<u>Water Tender</u>	"WT" 1-3	<u>Tractor Plow</u>	"TP" 1-4
<u>Kind</u>	<u>Type</u>													
<u>Engine Card:</u>	"E" 1-7													
<u>Dozer Card:</u>	"D" 1-3													
<u>Misc. Equip/Task Force Card:</u>														
<u>Water Tender</u>	"WT" 1-3													
<u>Tractor Plow</u>	"TP" 1-4													
		Important Note: If the resource is a task force, leave both the kind and type blocks blank on the misc. equip./task force resource status card.												
D	I.D. NO.	Enter the identification number or name assigned to the resource by its parent or dispatching agency.												
E	Order/Request No.	Order or request number assigned to the resource by the agency dispatch center.												
F	Date/Time Check-in	The date and time the resource checked-in to the incident.												
G	Home Base	The home base of the resource (home unit, home office, duty station, company office.)												
H	Departure Point	Location of initial dispatch from home base and where the resource should return.												
I	Leader/Name	The name of the person in charge and number of personnel with that particular resource.												
J	Resource ID (No./Name)	If a single resource list crew member names. If a strike team or task force, list the resource identification information for all of the component resources.												

**Data Data Field on
Item: Resource Card:**

Explanation:

K	Destination Point/ETA	Leave this space blank for use by the demobilization unit.
L	Remarks	For use in documenting additional information pertinent to that resource or its status.
M	Location	The incident location of the resource (e.g., Division A, staging area, etc.)
N	Time	The time and date when the location and/or status changes.
O	Status	Check the appropriate status for the resource as follows:
	Assigned	Check if the resource is currently assigned and working on the incident.
	Available	Check if the resource is not currently working the incident but is available for assignment.
	O/S Rest	Check if the resource is out of service for rest.
	O/S Mech	Check if the resource is out of service, for mechanical reasons.
	O/S Pers	Check if the resource is out of service for personnel reasons (e.g., insufficient manning, illness, injury, etc.).
	ETR	Enter the estimated time and date of return to service.
P	Note	Record other information pertinent to the status of the resource, such as the nature of the mechanical failure, etc.

The rest of the resource status card is used to record changes in the location and/or status of the resource for which the card has been completed.

Figure 15—Data Items For ICS Forms 219-3 (Engine), 219-7 (Dozer), and ICS 219-8 (Misc. Equip/Task Force) Resource Status Cards

A	AGENCY	ST	TF	KIND	TYPE	I.D. NO.	C
B	ORDER/REQUEST NO.		DATE/TIME CHECK IN				D
E	HOME BASE						F
OBTAIN INFORMATION FOR ITEMS "A" THROUGH "J" FROM ICS FORM 211, CHECK-IN LIST.							
H	DEPARTURE POINT						G
	LEADER NAME						I
J	RESOURCE I.D. NO.S/NAMES						
DEMOBILIZATION UNIT FILLS IN ITEM "K"							
K	DESTINATION POINT					ETA	
	REMARKS (Includes other qualifications)						L
M	INCIDENT LOCATION				TIME		N
COMPLETE ITEMS "L" THROUGH "P" WITH INFORMATION REGARDING INCIDENT ASSIGNMENT.							
	STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR						O
P	NOTE						
ICS 219-8 (Rev. 4/82) MISC. EQUIP./TASK FORCE							

Figure 16 is an example of a completed ICS Form 219-3, Engine Resource Status Card.

Figure 17 is an example of a completed ICS Form 219-7, Dozer Resource Status Card.

Figure 18 is an example of a completed ICS Form 219-8, Miscellaneous Equipment/Task Force Resource Status Card.

Figure 17—Example Of Completed ICS Form 219-7,
Dozer Resource Status Card

AGENCY	ST	TF	KIND	TYPE	I.D. NO.
<i>PVT</i>			<i>D</i>	<i>2</i>	<i>01</i>
ORDER/REQUEST NO. <i>E-3</i>		DATE/TIME CHECK IN <i>8-23/1300</i>			
HOME BASE <i>Kalispell</i>					
DEPARTURE POINT <i>Big Creek Timber Sale</i>					
LEADER NAME <i>C. Plath +3</i>					
RESOURCE ID. NO.S/NAMES <i>Splintered Wood Company</i>					
<i>D. Clod - Swamper</i>					
<i>F. Day - relief swamper</i>					
<i>G. Night - relief operator</i>					
DESTINATION POINT <i>Big Creek Timber Sale</i>					ETA <i>8/28</i> <i>2100</i>
REMARKS <i>D-7E with hydraulic angled blade. Issued light kit.</i>					
INCIDENT LOCATION <i>Div B</i>				TIME <i>8/24</i> <i>1830</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE					
ICS 219-7 (Rev . 4/82) DOZERS NFES 1349					

Front

AGENCY	ST	TF	KIND	TYPE	I.D. NO./NAME
<i>PVT</i>			<i>D</i>	<i>2</i>	<i>01</i>
INCIDENT LOCATION <i>Div C/D</i>				TIME <i>8/24</i> <i>2100</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE <i>Complete constructed fireline by end of operational period.</i>					
INCIDENT LOCATION <i>Black Lodge Staging Area</i>				TIME <i>8/25</i> <i>2100</i>	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input checked="" type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE <i>Available for operations support</i>					
INCIDENT LOCATION <i>Div B/C/D</i>				TIME <i>8/27</i> <i>2000</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE <i>Rehab</i>					
INCIDENT LOCATION				TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE					

Back

Figure 18—Example Of Completed ICS Form 219-8, Miscellaneous Equipment/Task Force Resource Status Card

AGENCY <i>MT</i> <i>BUD</i>	ST TF	KIND <i>WT</i>	TYPE <i>2</i>	I.D. NO. <i>10</i>
ORDER/REQUEST NO. <i>E-8</i>		DATE/TIME CHECK IN <i>8/23 1300</i>		
HOME BASE <i>Race Track</i>				
DEPARTURE POINT <i>Wolf Creek</i>				
LEADER NAME <i>J. Burner +2</i>				
RESOURCE I.D. NO.S/NAMES <i>I. Niter</i>				
<i>B. Lighter</i>				
DESTINATION POINT <i>Race Track</i>				ETA <i>9/7</i> <i>2100</i>
REMARKS <i>2,500 gallon with spreader bar on front and back. Vacuum pump for drafting.</i>				
INCIDENT LOCATION <i>Div A</i>			TIME <i>8/23</i> <i>1300</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				

Front

AGENCY <i>MT</i> <i>BUD</i>	ST TF	KIND <i>WT</i>	TYPE <i>2</i>	I.D. NO./NAME <i>10</i>
INCIDENT LOCATION <i>ICP</i>			TIME <i>8/29</i> <i>2100</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>Dust abatement for ICP and helibase</i>				
INCIDENT LOCATION			TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				
INCIDENT LOCATION			TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				

Back

ICS Form 219-2, Crew Resource Status Card

The crew resource status card is green and is used to record information on single-resource crews and strike teams comprised of crews. Initial data for this card comes largely from ICS Form 211, Check-In List. The following data items for the crew resource status card are the same as the engine, dozer, and miscellaneous equipment/task force resource status cards which were previously discussed.

Data Item: Data Field on Resource Card:

A	Agency
B	ST or TF
D	ID. No.
E	Order/Request No.
F	Date/Time Check-in
G	Home Base (home unit, home office, duty station, company office)
H	Departure Point (location of initial dispatch and where the resource should return)
I	Leader/Name
J	Crew ID. No./Name
O	Destination Point
S	Remarks
T	Incident Location
U	Time (the time and date when the location and/or status changes)
V	Status
W	Note

The "KIND" block on the crew resource status card will always be filled with a "C" and the "TYPE" block will be 1 or 2.

The following data items are unique to the crew resource status card.

Data Item:	Data Field on Resource Card:	Explanation:
K	No. of Personnel	Number of personnel in the crew or strike team.
L	Manifest	Check whether or not the crew is on a manifest ("yes" or "no").
M	Weight	If the crew is on a manifest, enter the weight of the entire crew (all members <u>and</u> equipment).
O	Destination Point	Leave blank for use by the demobilization unit.
N	Method of Travel	Check whether the crew used their own transportation, a bus, aircraft, or other means of transportation to arrive at the incident.
P	Transportation Needs	Leave blank for use by the demobilization unit.
Q	Ordered Date/Time	Leave blank for use by the demobilization unit.
R	Confirmed Date/Time	Leave blank for use by the demobilization unit.

The data items "A" through "W" are to be entered on the Crew Resource Status Card as illustrated in Figure 19.

The rest of the resource status card is used to record changes in the location and/or status of the resource for which the card has been completed.

Figure 20 is an example of a completed ICS Form 219-2, Crew Resource Status Card.

Figure 20—Example Of Completed ICS Form 219-2,
Crew Resource Status Card

AGENCY <i>MT</i> <i>FNF</i>	ST TF	KIND <i>C</i>	TYPE <i>1</i>	I.D. NO. <i>Flathead</i> <i>IHC</i>
ORDER/REQUEST NO. <i>C-4</i>		DATE/TIME CHECK IN <i>8-23/1300</i>		
HOME BASE <i>Kalispell</i>				
DEPARTURE POINT <i>Trout Creek</i>				
LEADER NAME <i>C. Johnson + 19</i>				
CREW ID NO./NAME (FOR STRIKE TEAMS) <i>T. Jones - FMT</i>				
<i>R. Walking Horse - FMT</i>				
NO. PERSONNEL <i>20</i>	MANIFEST <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		WEIGHT <i>4,760</i>	
METHOD OF TRAVEL <input checked="" type="checkbox"/> OWN <input type="checkbox"/> BUS <input type="checkbox"/> AIR				
OTHER <i>2 crew rigs plus chase truck</i>				
DESTINATION POINT <i>Kalispell</i>			ETA <i>9/2</i> <i>1800</i>	
TRANSPORTATION NEEDS <input checked="" type="checkbox"/> OWN <input type="checkbox"/> BUS <input type="checkbox"/> AIR				
OTHER				
ORDERED DATE/TIME <i>8/31 0800</i>		CONFIRMED DATE/TIME <i>9/2 0800</i>		
REMARKS <i>Qualified to use fireline explosives.</i>				

Front

AGENCY <i>MT</i> <i>FNF</i>	ST TF	KIND <i>C</i>	TYPE <i>1</i>	I.D. NO./NAME <i>Flathead</i> <i>IHC</i>
INCIDENT LOCATION <i>Div A</i>			TIME <i>8/23</i> <i>1300</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>Hotline and Coyote tactic</i>				
INCIDENT LOCATION <i>Div C</i>			TIME <i>8/26</i> <i>2000</i>	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input checked="" type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>Assigned Blue Spring Camp</i>				
INCIDENT LOCATION <i>Div D</i>			TIME <i>8/29</i> <i>2100</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>9/2 will be 21st day of assignment</i>				
INCIDENT LOCATION			TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				

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ICS Form 219-6, Aircraft And ICS Form 219-4, Helicopter Resource Status Cards.

ICS Form 219-6, Aircraft Resource Status Card is orange and ICS Form 219-4, Helicopter Resource Status Card is blue. Initial data for these cards comes largely from air operations personnel or ICS Form 220, Air Operations Summary Worksheet. Some information must be obtained from air operations personnel at helibases and/or airports. The major differences in the data items for these two cards and all the other cards are as follows:

- A. The “KIND/TYPE” data item has been replaced by a “TYPE AND MANUFACTURER NAME/MODEL NUMBER” data item on the aircraft and helicopter cards. Airtankers and helicopters are the only aircraft that are typed. The types are 1-4 (see Fireline Handbook, Appendix A).
- B. The ID. No. for aircraft is usually the tail number. Air operations personnel or ICS Form 220, Air Operations Summary Worksheet, will provide necessary ID. No's.
- C. The aircraft resource status card contains a data field “DATE/TIME RELEASED,” for use only by the demobilization unit.

Figure 21 is an example of a completed ICS Form 219-6, Aircraft Resource Status Card.

Figure 22 is an example of a completed ICS Form 219-4, Helicopter Resource Status Card.

Figure 21—Example Of Completed ICS Form 219-6,
Aircraft Resource Status Card

AGENCY <i>CA</i> <i>CDJ</i>	TYPE <i>3</i>	MANUFACTURER <i>Grumman S2</i>	I.D. NO. <i>73</i>
ORDER/REQUEST <i>A-1</i>		DATE/TIME CHECK IN <i>8/23 1600</i>	
HOME BASE <i>Ryan</i>			
DATE/TIME RELEASED <i>8/28 1800</i>			
INCIDENT LOCATION <i>Kalispell Airport</i>		TIME <i>8/24</i> <i>0600</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
INCIDENT LOCATION <i>Kalispell Airport</i>		TIME <i>8/26</i> <i>0600</i>	
STATUS <input type="checkbox"/> ASSIGNED <input checked="" type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <i>8/27</i> <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input checked="" type="checkbox"/> ETR <i>0600</i>			
NOTE <i>Pilot's Day Off</i>			
INCIDENT LOCATION <i>Kalispell Airport</i>		TIME <i>8/27</i> <i>0600</i>	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input checked="" type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
ICS 219-6 (4/82) AIRCRAFT			

Front

AGENCY <i>CA</i> <i>CDJ</i>	TYPE <i>3</i>	MANUFACTURER <i>Grumman S2</i>	I.D. NO. <i>73</i>
INCIDENT LOCATION		TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
INCIDENT LOCATION		TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
INCIDENT LOCATION		TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
INCIDENT LOCATION		TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
U.S. GPO: 1988-594-771 NEFS 134B			

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Figure 22—Example Of Completed ICS Form 219-4,
Helicopter Resource Status Card

AGENCY <i>CWN</i>	TYPE <i>2</i>	MANUFACTURER <i>BELL 412</i>	I.D. NO. <i>601</i>
ORDER/REQUEST <i>A-4</i>	DATE/TIME CHECK IN <i>8/23 1600</i>		
HOME BASE <i>Lancaster</i>			
DEPARTURE POINT <i>Lancaster</i>			
PILOT NAME <i>P. Wheels</i>			
DESTINATION POINT <i>Lancaster</i>			ETA <i>9/2 1800</i>
REMARKS <i>500 gallon fuel truck (Driver - A. Chase) 150 gallon Bambi Bucket</i>			
INCIDENT LOCATION <i>Bear Helibase</i>			TIME <i>8/23 1600</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE <i>Bucket Work and Troop Shuttle</i>			
INCIDENT LOCATION <i>Bear Helibase</i>			TIME <i>8/25 2000</i>
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input checked="" type="checkbox"/> O/S MECH <input checked="" type="checkbox"/> ETR			
NOTE <i>100 hour maintenance</i>			

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AGENCY <i>CWN</i>	TYPE <i>2</i>	MANUFACTURER <i>BELL 412</i>	I.D. NO. <i>601</i>
INCIDENT LOCATION <i>Bear Helibase</i>			TIME <i>8/27 0600</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE <i>Bucket Work Troop Shuttle</i>			
INCIDENT LOCATION			TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
INCIDENT LOCATION			TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			
INCIDENT LOCATION			TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR			
NOTE			

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PROCESSING RESOURCE STATUS CARDS

Agency-Formed Strike Teams

- Engines, dozers, and crews may be sent to an incident in pre-formed strike teams of similar resources. The strike team resource status card is differentiated from a single resource card for the same kind of resource simply by **blotting the right tab** of the strike team card with a black felt pen as shown in Figure 23. This allows resources unit personnel to readily distinguish strike teams from single resources of the same kind.
- The resources unit is notified of strike teams that are en route to an incident by agency dispatchers via the incident communication center and prepares cards for each strike team. Resources dispatched as a strike team by the sending agency are numbered by that agency. Note: the code for kind and type of strike teams is the same on the resource status card and ICS Form 211, Check-in List. The information required by the incident resources unit is as follows:
 - Three-letter agency identifier preceded by two-letter state identifier
 - Strike team kind/type identifier
 - Agency-assigned strike team identification number
 - Name of strike team leader
 - List of the individual equipment numbers for equipment resources within the strike team
- The above information items are verified upon check-in of the strike team at the incident. The initial check-in information is then relayed to the resources unit.
- If an agency-formed strike team is broken into individual resources for a special purpose, the strike team resource status card should be pulled from the file and a new resource status card prepared **for each resource**. The new resource status cards should indicate the new assignment, location, status, and the original strike team identifier and leader name.

Figure 23—Example Of Ordered Engine Strike Team Resource Status Card

AGENCY <i>CA-CDJ</i>	ST <i>ST</i>	KIND <i>E</i>	TYPE <i>6</i>	I.D. NO. <i>9610</i>
ORDER/REQUEST NO. <i>E-13</i>		DATE/TIME CHECK IN <i>8/24</i> <i>1800</i>		
HOME BASE <i>Beaumont</i>				
DEPARTURE POINT <i>Perris</i>				
LEADER NAME <i>B. Olsen + 15</i>				
RESOURCE ID. NO./NAMES <i>9671 Olsen</i>				
<i>6186 Smith + 2</i>				
<i>6178 Eaton + 2</i>				
<i>6177 Craig + 2</i>				
<i>6190 Johnson + 2</i>				
<i>6176 Gumble + 2</i>				
DESTINATION POINT <i>Beaumont</i>				ET A <i>9/7</i> <i>2100</i>
REMARKS <i>All diesel with winches</i>				
INCIDENT LOCATION <i>DIV F</i>				TIME <i>8/24</i> <i>2100</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>Engine personnel are listed on strike team manifest</i>				

Blacked-out right tab indicates strike team

Incident-Formed Strike Teams

- The formation of a strike team on the incident can be done by the operations or planning sections. When a strike team is formed on the incident, a strike team number is requested from the resources unit, which is responsible for assigning all incident strike team numbers. Numbers are sequentially assigned, beginning with number one for strike teams and/or task forces. Incident-formed strike teams use the name of the incident as part of their identification. For example, “Sunset Strike Team E-2 #1” (see Figure 24).

Figure 24—Incident-Formed Strike Team Showing Resource Identification Information Portion of Resource Status Card

Agency	ST	TF	Kind	Type	I.D. No
Sunset	ST		E	2	1

- When resources are formed into incident-formed strike teams, the individual resource status cards are collected and the unit numbers are recorded on the front of the appropriate new resource status card (dozers, engines, and crews). This new resource status card is differentiated by **blotting out the right tab** with a black felt pen (see Figure 25). A white personnel resource status card is also filled out for the strike team leader.
- Figure 25 shows the resource status card format for a strike team assembled at the Sunset Incident composed of Type 2 engines from Los Angeles County (LAC) and the cities of Montclair, Monrovia and Pomona under the direction of strike team leader Rose of LAC.
- The resources unit will maintain a separate list of incident-formed strike teams and task forces showing the strike teams'/task forces' number, leader, and identifiers of individual resources. This list is provided to the incident communications center and operations personnel so the newly formed strike team/task force can be identified. This list is updated as new strike teams/task forces are created and existing strike teams/task forces are disbanded.
- When individual resource status cards are combined into a strike team, the information should be noted on each individual resource status card by recording the strike team number in the “REMARKS” block. These individual resource status cards are then attached to the strike team resource status card.

Figure 25—Incident-Formed Strike Team Resource Status Card

AGENCY	ST	TF	KIND	TYPE	I.D. NO.
Sunset	ST		E	2	1
ORDER/REQUEST NO.		DATE/TIME CHECK IN			
HOME BASE					
DEPARTURE POINT					
LEADER NAME <i>Rose - LAC</i>					
RESOURCE I.D. NO./NAMES					
<i>LAC</i>		<i>144</i>			
<i>LAC</i>		<i>66</i>			
<i>PCM</i>		<i>41</i>			
<i>MRV</i>		<i>103</i>			
<i>MTC</i>		<i>221</i>			
DESTINATION POINT					ETA
REMARKS <i>STEN Rose relieved Foster 8/30 2000</i>					
INCIDENT LOCATION					TIME
<i>Division A</i>					<i>8/31 1700</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE <i>Will assist night operational period until 2200</i>					

AGENCY	ST	TF	KIND	TYPE	I.D. NO./NAME
Sunset	ST		E	2	1
INCIDENT LOCATION					TIME
<i>Division C</i>					<i>9/3 2000</i>
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE <i>Moved ST from Div A to Div C for mop-up</i>					
INCIDENT LOCATION					TIME
<i>Strike team disbanded</i>					<i>9/5 2130</i>
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE <i>Engines return to single resource status Sunset ST E-2 #1 retired</i>					
INCIDENT LOCATION					TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE					
INCIDENT LOCATION					TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR					
NOTE					

Blacked-out right tab indicates strike team

Using incident name indicates strike team was formed on the incident

Three-letter identifiers and numbers for agency resources within the strike team

Current incident assignment

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- When the strike team is disbanded or demobed, the strike team resource status card is kept and filed with the documentation unit and the individual resource status cards are again used to track the individual resources.
- Some agencies may elect to replace strike team leaders and other personnel comprising engine and dozer strike teams, but with no change in equipment, status or assignment/location. **In these cases, the assigned strike team identifier is retained.** The new strike team leader's name should be placed on a white personnel resource status card and noted on the existing strike team resource status card along with the time and date the personnel change was made. The relieved strike team leader's resource status card is transferred appropriately in the resource locator showing current status (e.g., available or O/S). Other personnel changes would be noted on the individual resource status cards.

Incident-Formed Task Forces

- The formation of a task force on the incident can be done by the operations or planning sections. When a task force is formed on the incident, a task force number is requested from the resources unit, which is responsible for assigning all incident task force numbers. Numbers are sequentially assigned, beginning with the number one for strike teams and/or task forces. Incident-formed task forces use the name of the incident as part of the identification. For example, "Sunset Task Force #3." Note: the kind and type codes do not apply to task forces (see Figure 26)

Figure 26—Resource Identification Portion Of Resource Status Card For Incident-Formed Task Force

Agency	ST	TF	Kind	Type	I.D. No.
Sunset		TF			3

- Individual resource status cards for incident-formed task forces are collected and the unit numbers are recorded on the front of the miscellaneous equipment/task force resource status card. This new resource status card is differentiated by **blotting out the left tab** with a black felt pen (see Figure 26). A white personnel resource status card is also filled out for the task force leader.

- The resources unit will maintain a separate list of incident-formed strike teams and task forces showing the strike teams'/task forces' number, leader, and identifiers of individual resources. This list is provided to the incident communications center and operations personnel so the newly formed strike team/task force can be identified. This list is updated as new strike teams/task forces are created or disbanded.
- When individual resource status cards are combined into a task force, the information should be noted on each individual resource status card by recording the task force number in the “REMARKS” block. These individual resource status cards are then attached to the task force resource status card.
- When the task force is disbanded or demobed, the task force's resource status card is kept and filed with the documentation unit and the individual resource status cards are again used to track the individual resource.
- Figure 27 shows the resource status card format for a task force assembled at the incident composed of three Type 2 engines from Los Angeles County (LAC) and a Type 1 crew under the direction of Task Force Leader Scott of LAC.

Figure 27—Example Of Resource Status Card For Incident-Formed Task Force

Blacked-out left tab indicates task force

Task Force consists of three Type 2 engines and a Type 1 crew

AGENCY <i>Sunset</i>	ST/TF <i>TF</i>	KIND	TYPE	I.D. NO. <i>3</i>
ORDER/REQUEST NO.		DATE/TIME CHECK IN		
HOME BASE				
DEPARTURE POINT				
LEADER NAME <i>Scott - LAC</i>				
RESOURCE I.D. NO.S/NAMES <i>LAC E2, 66</i>				
<i>LAC E2, 84</i>				
<i>LAC E2, 55</i>				
<i>LAC C, 1</i>				
DESTINATION POINT				
REMARKS <i>STL Scott relieved STL Burner on 9/1 2100</i>				
INCIDENT LOCATION <i>DIV F</i>			TIME <i>9/2 0600</i>	
STATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				
ICS 219-8 (Rev. 4/82) MISC. EQUIP./TASK FORCE				

Front

AGENCY <i>Sunset</i>	ST/TF <i>TF</i>	KIND	TYPE	I.D. NO./NAME <i>3</i>
INCIDENT LOCATION <i>DIV C</i>			TIME <i>9/4 2000</i>	
ST ATUS <input checked="" type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>Moved TF from DIV F to DIV C for mop-up</i>				
INCIDENT LOCATION <i>Task Force Disbanded</i>			TIME <i>9/6 2030</i>	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE <i>Task Force resources returned to single resource status - Sunset TF #3 retired</i>				
INCIDENT LOCATION			TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				
INCIDENT LOCATION			TIME	
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				

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UPDATING RESOURCE LOCATOR DISPLAYS

The status/check-in recorder may be required to update the resource locator display.

- One of the primary functions of the resources unit is to supply the incident command and general staff information about the resources assigned to the incident.
- The situation unit leader relies on the resources unit to provide information about the type and number of resources currently assigned to the incident for preparation of ICS Form 209, Incident Status Summary.
- The resource unit leader must track and provide up-to-date information on resource status relating to assignments and availability.
- To maintain current and accurate records on assigned resources, the resource unit utilizes information from several sources:
 - ICS Form 203, Organization Assignment List, provides names of personnel assigned to unit leader positions and above.
 - ICS Form 204, Division Assignment List, provides names of resources and types of equipment assigned to a specific division or group on the incident.
 - ICS Form 207, Incident Organization Chart, provides names of personnel responsible for managing positions listed on the chart.
 - ICS Form 210, Status Change Card, provides information of status changes on resources occurring on the incident during the operational period.
 - ICS Form 211, Check-In List, provides information on resources that checked-in.
 - ICS Form 215, Operational Planning Worksheet, provides information on resources available and needed to carry out required operational work assignments.
 - ICS Form 220, Air Operations Summary Worksheet, provides number, type, location, and specific assignments for aircraft on the incident.
 - Unit Organization Chart, if available, provides all names of personnel assigned to positions within each unit.

- Division/Group supervisors, ground support unit, agency dispatch center, communications center, message center operator; and staging area, camp, base, and helibase managers provide personnel and equipment data on new arrivals reporting to these locations.
- Dependent on procedures established per incident, updates and revisions of Resource Locators occur by moving resource status cards to reflect the current location of the assigned resources as described below:
 - after each Planning/Strategy Meeting which documents the incident resources work assignments on ICS Form 215, Operational Planning Worksheet the Resource Locator needs updating.

Example:

Prior to the Planning/Strategy Meeting the current work assignments for the day operational period on 7/29/95 are shown on ICS Form 215, Operational Planning Worksheet (see Figure 28). The corresponding Resource Locator for the same operational period is shown in Figure 29.

After the Planning/Strategy Meeting the proposed work assignments for the day operational period on 7/30/95 are shown on ICS Form 215, Operational Planning Worksheet (see Figure 30) which moves T.O. #21 Handcrew and FOBS Finn from Division A to Division B and Group E (with two type 2 Engine Strike Teams) is added. The corresponding updated Resource Locator for the same operational period is shown in Figure 31 which moves T.O. #21 Handcrew and FOBS Finn from Division A to Division B and Group E (with two type 2 Engine Strike Teams) is added.

- after development of each completed Incident Action Plan (IAP) utilizing the appropriate forms (e.g., ICS Forms 203, 204, 220) the Resource Locator is then updated to reflect the work assignments these forms indicate.
- after each operational period briefing, changes, additions, or deletions are documented as a corrected IAP, and are reflected in the updated Resource Locator to document this information.
- after notification from other sources identifying changes relating to resource location and/or status (e.g., ICS Form 210, General Message) update the Resource Locator as necessary to reflect these changes.

- as part of the incident demobilization process the Resource Status Cards are removed from the Resource Locator and given to the documentation unit to be filed in the final Incident Package.

Figure 28—ICS Form 215, Operational Planning Worksheet For 7/29/95

OPERATIONAL PLANNING WORK SHEET										1. INCIDENT NAME SHOVEL		2. DATE PREPARED 7/28/95 TIME PREPARED 2000		3. OPERATIONAL PERIOD 7/29/95 0600 - 1900					
4. DIVISION OR OTHER LOCATION	5. WORK ASSIGNMENTS	6. RESOURCES BY TYPE (SHOW STRIKE TEAM AS ST)										7. REPORTING LOCATION	8. REPORTING REQUESTED ARRIVAL TIME						
		RESOURCE TYPE	Engines	Water Tenders	Hand Crews	Dozers	Helicopters	Air Tankers	OTHER	1	2			3					
A Shank	IMPROVE & HOLD LINE SOUTH TO SADDLE ON SAMANIEGO RIDGE	REQ				1	2										DP#1	0700	
		HAVE				3												DP#1	1900
		NEED				0													
B Riepe	CONSTRUCT & HOLD LINE ON RIDGE SOUTHERN FLANK INTO ROMERO CANYON	REQ				1											DP#2	0700	
		HAVE				1												DP#2	1900
		NEED				0													
		REQ																	
		HAVE																	
		NEED																	
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Day 7/29/95

Shovel Fire

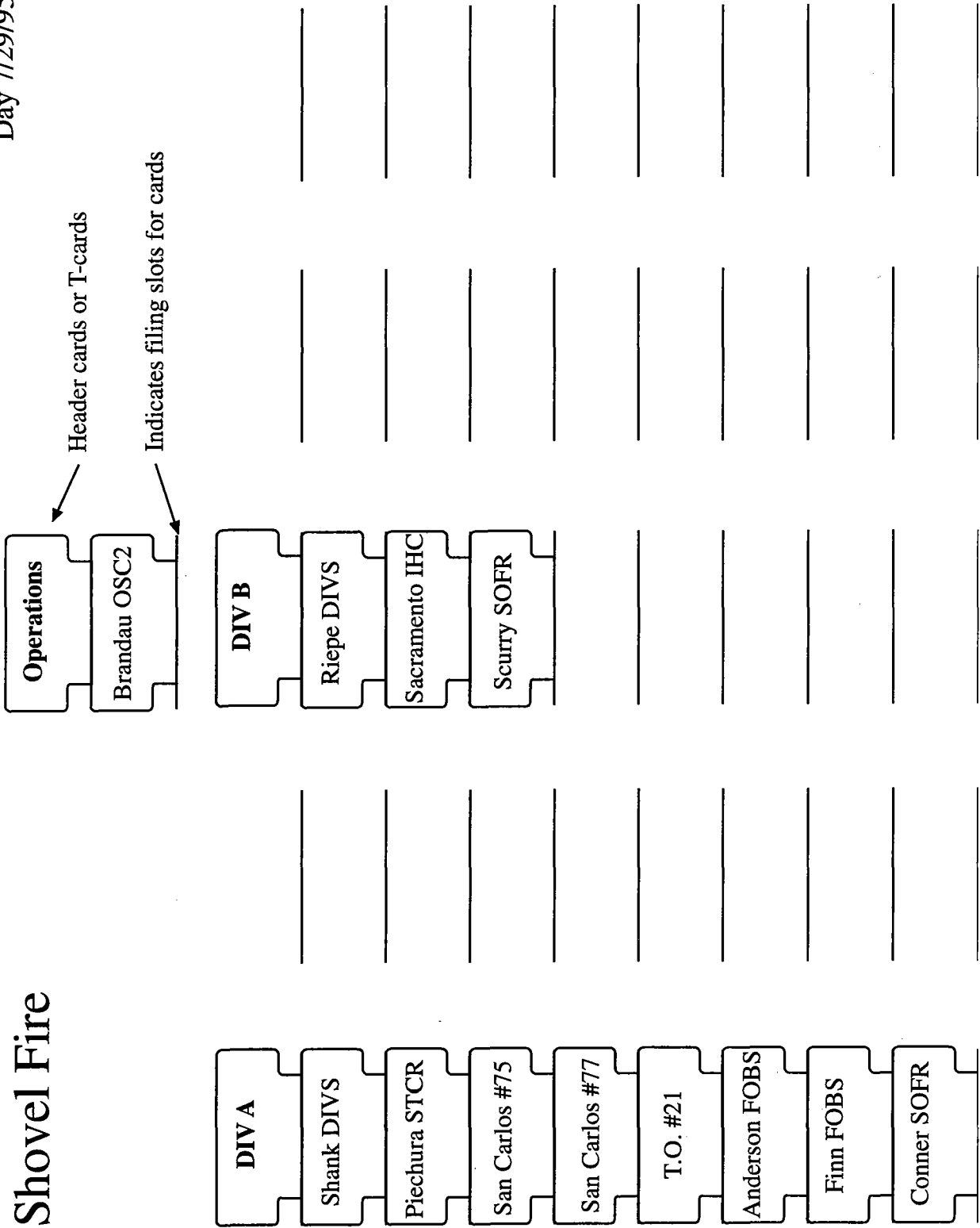


Figure 29—Resource Locator For 7/29/95

Day 7/30/95

Shovel Fire

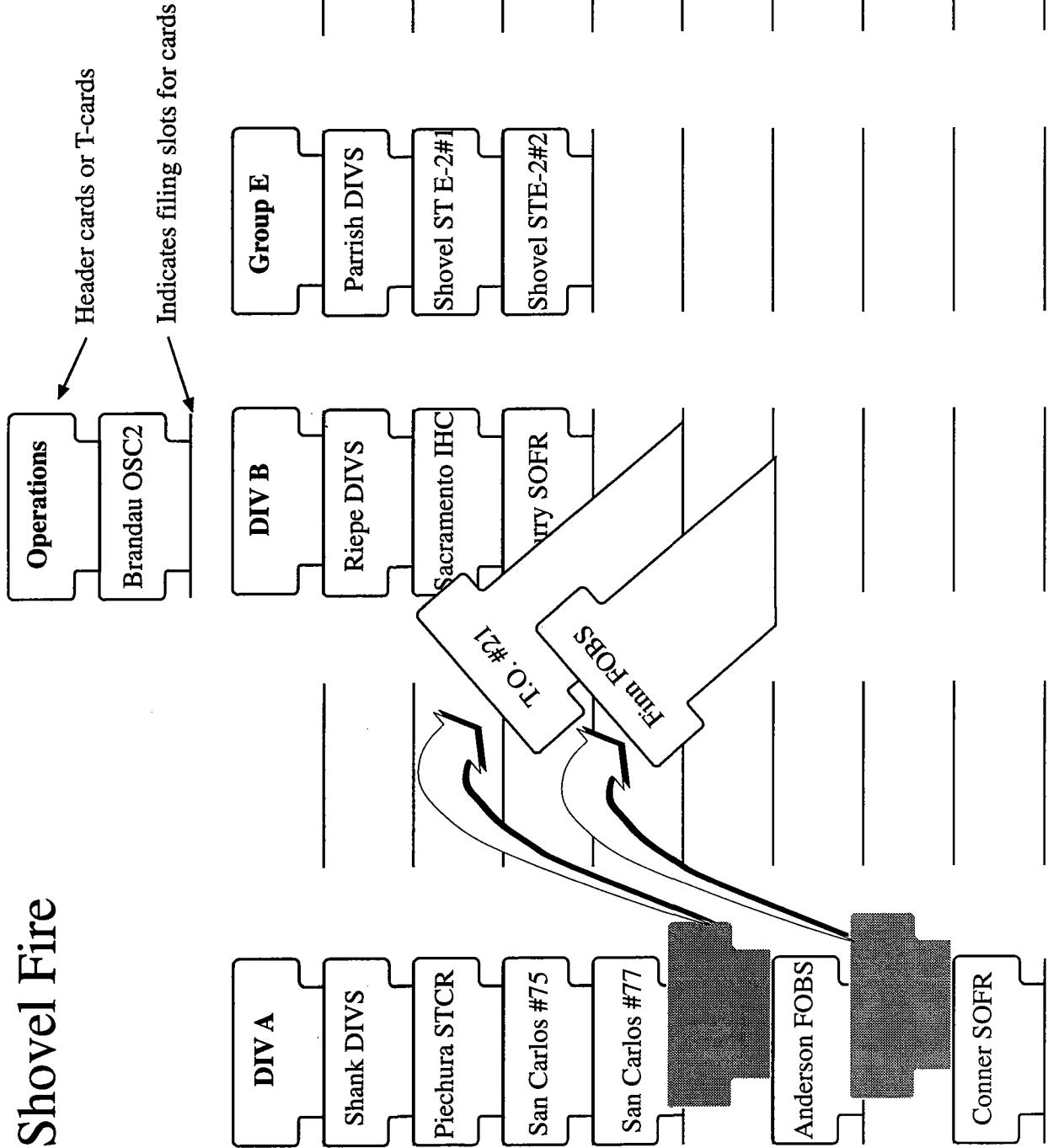


Figure 31—Resource Locator For 7/30/95

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INCIDENT INFORMATION TRACKING

KEEPING CURRENT STATUS

The status/check-in recorder may be required to update the incident information on assigned resources:

- Resource status cards are the primary method to track resource incident information. They should be filed by assigned location and updated as required.
- The initial status of an individual resource may be obtained from ICS Form 211, Check-in List; ICS Form 201, Incident Briefing; or from historical documents, e.g., Incident Action Plans (IAPs) relating to the incident.
- The change in status of an individual resource may occur at any time during the incident. The resource status card provides spaces for recording current status, as well as status changes, for that resource. Figure 32 shows the portion of the resource status card used for status keeping.

Figure 32—Portion Of Resource Status Card Used For Keeping Current Status

STATUS INFORMATION

AGENCY	ST	TF	KIND	TYPE	I.D. NO./NAME
			⋮		
INCIDENT LOCATION					TIME
STATUS					
<input type="checkbox"/> ASSIGNED	<input type="checkbox"/> O/S REST	<input type="checkbox"/> O/S PERS			
<input type="checkbox"/> AVAILABLE	<input type="checkbox"/> O/S MECH	<input type="checkbox"/> ETR			
NOTE					

- The information to be recorded in this section is as follows:

Incident Location:

The location on the incident where the resource is presently located (e.g., Division B, incident base, staging area, helibase).

- Time:

The time and date the resource reported to that location/assignment.

- Status:

Although there are several items listed, there are only three general status categories. A resource is either considered assigned, available, or out-of-service. The additional items identify more specifically why a resource is out-of-service. For example:

O/S Rest, out-of-service for rest

O/S Mech, out-of-service for mechanical reasons

O/S Pers, out-of-service for personnel reasons

The ETR space is used for recording estimated date and time of return for out-of-service resources if this information is available.

NOTE: Use this space to document additional information pertinent to that resource or its status. Example: Can be reached at Diddy Wells Forest Fire Station (916) 243-1905.

- Sources for obtaining change in resource status include ICS Form 210, Status Change Card, ICS Form 213, General Message Form, and or direct communication with other incident personnel. The Status Change Card is designed to supply the resources unit with sufficient information to record the change in status of a given resource (see Figure 33).
 - The status change card is used by the communications unit to record status change information received on resources assigned to the incident.
 - The form is completed by radio/telephone operators who receive status change information from individual resources, task forces, strike teams, and division/group supervisors. Status information could also be reported by staging area and helibase managers, and fixed-wing facilities.
 - The ICS Form 210, Status Change Card, is a two-part form. The original is given to the resources unit and the second (pink) copy is retained by the communications unit.

Figure 33—ICS Form 210, Status Change Card

Resource Identification: CA-CDF Engine 6581

Status Block: indicates that the engine is now out of service for mechanical reasons with an estimated return time of 2200 hours.

Location Block: advises you that this resource has left Div B and is in the base for repair.

The time this notification was made was 1820 hours.

DESIGNATOR		
NAME/I.D. NO. <u>CA-CDF E-3 6581</u>		
STATUS		
<input type="checkbox"/> ASSIGNED <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S REST <input checked="" type="checkbox"/> O/S MECHANICAL <input type="checkbox"/> O/S PERSONNEL <u>2200</u> ETR (O/S = OUT OF SERVICE)		
FROM	LOCATION	TO
✓	DIVISION <i>B</i>	
	STAGING AREA	
	BASE/ICP	✓
	CAMP	
	ENROUTE	ETA
	HOME AGENCY	
MESSAGE		
TIME <u>1820</u>	RESTAT	<input type="checkbox"/>
	PROCESS	
ICS STATUS CHANGE CARD		
FORM		
210		

ORDERED RESOURCES

Based on direction from the resources unit leader the status/check-in recorder may establish communications with the ordering manager, supply unit leader or expanded dispatch and agree on a process to notify the resources unit when ordered resources have been confirmed. This may be on an as-confirmed basis, hourly or daily, and may be via runner with written message, telephone, radio or E-Mail. The information desired may be name, ETA, filled or killed, substitutions, etc. The objective is to stay reasonably current on the status of ordered resources so that plans for their utilization can be accurately made by the ordering unit.

KEEPING STATUS ON TRANSPORTATION AND SUPPORT VEHICLES

- Transportation and support vehicles such as buses, tenders, transports, pickups, sedans, utility vehicles, graders, and tow trucks are administratively assigned to the ground support unit. The ground support unit maintains an inventory of all these vehicles by identifying and recording description information on ICS Form 218, Support Vehicle Inventory Form (see Figure 34).
- Copies of the forms are provided to the resources unit by ground support personnel.
- The resources unit maintains status information on all transportation and support vehicles on the incident by recording the following identification information on the miscellaneous equipment/task force (buff) resource status card (see Figure 35).
 - Type of vehicle (bus, sedan, etc.)
 - ID. No. (only for vehicles)
 - Amplifying information such as size (e.g., 1-ton, 50-passenger, etc.)
- Request for status of support vehicles will be received by the resources unit. Requests for support vehicles will go directly to the ground support unit. When this occurs, the ground support unit must inform the resources unit of its actions; thus, the resources unit can maintain current status of all resources.
- The ground support unit will inform the resources unit when out-of-service vehicles are again available.

Figure 34—Example Of ICS Form 218, Support Vehicle Inventory

SUPPORT VEHICLE INVENTORY (USE SEPARATE SHEET FOR EACH VEHICLE CATEGORY)		1. INCIDENT NAME Crest		2. DATE PREPARED 8/21/96		3. TIME PREPARED 1000	
a. TYPE	b. MAKE	c. CAPACITY/SIZE	d. AGENCY/OWNER	e. I.D. NO.	f. LOCATION	g. RELEASE TIME	
Stakeside	Chevy	1 1/2 Ton	NV-BMD	1614	Base		
Stakeside	Ford	2 1/2 Ton	NV-CCD	6358	Base		
Pick up	Dodge	1/2 Ton	UT-CCD	6741	Base		
Pick up	Ford	3/4 Ton	UT-CCD	301	Cajon Staging		
Pick up	Chevy	3/4 Ton	NV-JLR	602	Base		
Water Tender	INT	3000 Gal	ID-BOJ	10	Base		
Bus	INT	20 Pass.	NV-TOJ	2330	Base		
Bus	INT	66 Pass.	NV-TOJ	2372	Base		
Motor Grader	Cat	—	NV-WID	410	Cleghorn T.T.		
Dozer Tender	Ford	1 Ton	NV-WID	4310	Cleghorn T.T.		
PAGE /			5. PREPARED BY (GROUND SUPPORT UNIT)		G. Otto		

Figure 35—Example Of Miscellaneous Equipment Recorded On ICS Form 219-8, Miscellaneous Equipment/Task Force Resource Status Card

AGENCY <i>NV</i> <i>TOF</i>	ST	KIND <i>Bus</i>	TYPE	I.D. NO. <i>2372</i>
ORDER/REQUEST NO. <i>E-6</i>	DATE/TIME CHECK IN <i>8-23/1300</i>			
HOME BASE <i>Tonopah</i>				
DEPARTURE POINT <i>Tonopah</i>				
LEADER NAME <i>J. Tire</i>				
RESOURCE I.D. NO.S/NAMES				
DESTINATION POINT				
REMARKS <i>66 Passenger</i>				
INCIDENT LOCATION <i>Incident Base</i>				TIME <i>8-23</i> <i>1300</i>
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input checked="" type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				

Front

AGENCY <i>NV</i> <i>TOF</i>	TF	KIND <i>Bus</i>	TYPE	I.D. NO./NAME <i>2372</i>
INCIDENT LOCATION				TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				
INCIDENT LOCATION				TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				
INCIDENT LOCATION				TIME
STATUS <input type="checkbox"/> ASSIGNED <input type="checkbox"/> O/S REST <input type="checkbox"/> O/S PERS. <input type="checkbox"/> AVAILABLE <input type="checkbox"/> O/S MECH <input type="checkbox"/> ETR				
NOTE				

Back

KEEPING STATUS OF UNASSIGNED PERSONNEL RESOURCES

- The resources unit maintains the status of all personnel without an incident assignment. The recommended method for maintaining status is to use personnel (white) resource status cards.
- Initial information on unassigned personnel may be received by the communications unit on ICS Form 210, Status Change Cards or ICS Form 211, Check-in Lists received from the staging area, base, camp, helibase manager, and resources unit. Status change cards, and check-in lists are the most common sources. However, it may be necessary to obtain this information through direct communications with other incident personnel.
- File resource status cards in resource locator by location (e.g., base, camp) and within location by qualification.
- When individuals are assigned, remove their resource status cards and record the assignment, date and time, and place the resource status card in the appropriate location.
- The resource status card provides spaces for recording current status, as well as status changes, for that resource.

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PLANNING AND PREPARING FOR DEMOBILIZATION

Based on direction from the resources unit leader the status/check-in recorder may assist the demobilization unit leader in activities necessary to plan and prepare for the demobilization effort, such as:

- setting up the physical needs of the demobilization unit (e.g., telephone extension(s), desks, information center, bulletin board(s), public address system, FAX machine, identifying transportation pick-up points, etc.).
- grouping resources by similar characteristics (e.g., final destination, home state, logical travel routes, shared transportation means, common excess times, etc.).
- preparing ICS Form 221, Demobilization Checkout for each resource with as much information as is known at the time, and filing in alphabetical or sequential order by request number.
- collecting demobilization plan information (e.g., telephone numbers of ICP, expanded dispatch, radio frequencies for travel check-in purposes, local offices to contact en route if an emergency arises, restricted travel information for wide loads, staging center location and contact information, moving hazardous materials, etc.).
- collating grouped information into logical lists that display tentative releases by date, time, location, travel method, etc.
- transferring approved and scheduled resource departure information onto bulletin board displays, announcing via public address system or searching out and personally contacting resources to notify them of release plans.

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RESOURCE CHECK-OUT

Based on direction from the resources unit leader you may assist the demobilization unit leader in activities necessary in checking out resources, such as:

- staffing the demobilization desk and providing completed ICS 221, Demobilization Checkout forms to released resources along with specific instructions regarding contact points at the ICP or incident base to complete the check-out process.
- interviewing resources having their own transportation to document estimated time of departure, estimated stops en route and estimated time of arrival at home unit so that the home agency dispatcher can be notified.
- confirming travel information for resources not having their own transportation, such as type of travel, connecting travel types and times, estimated time of departure, estimated time of arrival, etc.
- informing resources of any travel concerns or restrictions such as arriving at the destination before a certain time of day, not driving more than a certain number of hours, maintaining an awake passenger to keep the driver alert, mandatory rest breaks and/or check-in calls, need for sack lunches etc.
- documenting actual time of departure and collecting completed ICS Forms 221, Demobilization Checkout.
- notifying the resources unit, expanded dispatch and the resource's home unit of actual time of departure, travel method and times and estimated time of arrival at home base by the communication method requested by the demobilization unit leader.

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