

**Forest Service Manual
National Headquarters - Washington Office
Washington, DC**

**Forest Service Manual 5100 – Fire Management
Chapter 5180 – Fire Reports**

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Responsible Staff:

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Superseded Document(s): 5180, Amendment 5100-2014-1, May 1, 2014

Digest: Following is an explanation of the changes throughout the directive by section.

5182 (2 and 3), 5182.1 (2), 5183.1 (1 and 2), 5183.2, 5183.3, 5183.4: Revises these sections to address the move from the old final fire reporting system FIRESTAT to the new interagency system.

5182 (4) and 5182.1 (3), 5183.1 (4), 5183.2, 5183.3: Revises these sections due to previous lack of policy addressing GIS perimeter and point data.

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5181 - Fire Situation Reporting

5181.1 - Interagency Fire Situation Report (SIT Report Program)

Regional Fire Directors, through their respective Geographic Coordination Center (GACC), are responsible for submitting a daily status report to the National Interagency Coordination Center (NICC) during the fire season and whenever activity warrants daily reporting during the off-season. The reporting timeframe for this report is 0001-2400 and must include those reporting requirements specified in the National Interagency Mobilization Guide (Chapter 20).

5181.2 - National Interagency Management Situation Report (IMSR)

The National Interagency Fire Coordination Center Coordinator must prepare a daily summary of national wildland fire activity during national Preparedness Level 2 and above, or when significant activity occurs that meet the criteria outlined in the National Interagency Mobilization Guide (Chapter 20). The report will include, by GACC, the current fire danger, fire potential outlook, and fire occurrence statistics reported in the GACC reports. The Incident Management Situation Report (IMSR) will be posted to the NICC website for use by the Washington Office, Regions, and States.

5182 - Individual Fire Reports

Regional Foresters are responsible for:

1. Establishing appropriate local reporting and review requirements to ensure that national reporting objectives are met at all times;
2. Ensuring all fire record fields required for calculation of the Stratified Cost Index (SCI), or other economic models, are complete and accurate in the current database of record. See Interagency Standard for Fire and Fire Aviation Operations (NFES 2724, Chapter 11), by October 31st for the prior fiscal year;
3. Ensuring all Regional fire records are complete and accurate in the current database of record (see above) by January 15th for the prior calendar year; and
4. Ensuring all Regional geospatial fire data (origin points and perimeters) are complete and accurate in the current national USFS geospatial data sets within timeframes defined in the USFS National Program Budget Direction for the prior calendar year.

5182.1 - Individual Wildland Fire Report

The District Ranger is responsible for:

1. Reporting all statistical wildfires, including prescribed fires that burn out of prescription and are declared wildfires.

2. Preparing a complete and accurate Individual Wildland Fire Report for each statistical wildfire, using the current database of record. See Interagency Standard for Fire and Fire Aviation Operations (NFES 2724, Chapter 11), applying the following time frames:

- a. Within 10 days of the discovery date, ensure the incident is reported in Irwin and complete to the extent that reporting data is stable.
- b. Within 10 days after the fire's management strategy is met, ensure the acreage and Firecode data is accurate in Irwin and the current database of record.
- c. Within 10 days of being declared "out," document and complete the report, including approval in the current database of record.

For preparing and submitting Individual Wildland Fire Reports, refer to the User Guide for the current database of record. See Interagency Standard for Fire and Fire Aviation Operations (NFES 2724, Chapter 11).

3. Ensuring all Forest geospatial fire data (origin points and perimeters) are complete and accurate in the current national USFS geospatial data sets within timeframes defined in the USFS National Program Budget Direction for the prior calendar year.

5182.2 - Incident Status Summary (ICS-209)

The Forest Supervisor must ensure that an Incident Status Summary (ICS-209) is submitted to the Geographic Area Coordination Center (GACC) by 2100 local time, reporting large wildland fires and other significant events on lands under Federal protection responsibility or Federal ownership that meet the criteria stated in the National Interagency Mobilization Guide (Chapter 20).

5183 - Fire Reporting

5183.1 - Wildfires

Unless excepted due to Special Situations (outlined in the Interagency Standard for Fire and Fire Aviation Operations (NFES 2724, Chapter 11)), all wildfires on or threatening National Forest System lands or lands protected by National Forest System units must be reported in the current tabular and geospatial database of record.

1. Statistical Wildfires. Ensure an Individual Wildland Fire Report is prepared, the origin point (latitude/longitude) is verified, and a final perimeter is collected for each unplanned ignition that:

- a. Burns on National Forest System lands or;
- b. Burns on other lands for which the Forest Service has protection responsibility or;
- c. Threatens to spread to lands under Forest Service protection.

2. Statistical wildfires involving State or private lands. Provide a copy of the Individual Wildland Fire Report to the State Forester; for other Federal lands, send a copy to the appropriate agency as outlined in the agreement with that agency.
3. Fires burning from or into either Canada or Mexico. International Agreements will be followed as outlined in the National Interagency Mobilization Guide (Chapter 40). A request for assistance must be carried out through the country's respective Coordinating Authority.
 - a. Requests for assistance from Canada to the United States must be placed by the National Interagency Coordination Center (NICC) to the Canadian Interagency Forest Fire Centre (CIFFC).
 - b. Upon completion of the Local Operating Procedures (LOPs), the Geographical Area Coordination Centers (GACC) will share their plans with the appropriate Mexican officials. The NICC will share all the LOPs with the National Forestry Commission of Mexico (CONAFOR) national office. For further information see the National Interagency Mobilization Guide (Chapter 40).
4. Ensure collected geospatial data, including origin points and all perimeters, are made available to local USFS GIS offices for inclusion in national USFS and interagency geospatial data sets.

5183.2 - Non-statistical Wildfires

Do not enter an Individual Wildland Fire Report for non-statistical wildfires into the current database of record, unless identified as non-statistical. (See Interagency Standard for Fire and Fire Aviation Operations (NFES 2724, Chapter 11) or the current database of record User Guide for examples of non-statistical wildfires and how to document the incident.)

Geospatial data collection (origin and perimeter) is not required. No geospatial data are required to be made available to local USFS GIS offices.

5183.3 - Escaped Prescribed Fires

An escaped prescribed fire is a prescribed fire that has exceeded or is expected to exceed prescription parameters or otherwise meets the criteria for conversion to wildfire. Complete an Individual Wildland Fire Report for any prescribed fire that is declared a wildfire. Further guidance and criteria related to prescribed fire and wildland fire declaration can be found in FSM 5142 and the Interagency Prescribed Fire Planning and Implementation Procedures Guide (NWCG, PMS 484).

Geospatial data collection (origin and perimeter) is required to be made available to local USFS GIS offices for inclusion in national USFS and interagency geospatial data sets.

5183.4 - Special Situations

See the NWCG guidance and current database of record User Guide on fires that may include special situations such as: spot fires, multiple ignitions, multiple jurisdictions, complexes, merges, and so forth.

5184 - Wildland Fire Decision Support System (WFDSS)

1. The Wildland Fire Decision Support System (WFDSS) is used to inform and document decisions related to the course of actions, resource allocations, and risk management decisions. Decisions in WFDSS are approved and published by the appropriate Line Officer as specified in the Interagency Standards for Fire and Fire Aviation Operations (Chapter 11).
2. Only those wildfires that escape initial attack, or exceed initial response, including protection and resource benefit objectives, and/or are assigned an incident management team will be required to have an approved and published decision.