



# DID YOU KNOW?

JULY 2023

## UNLOCKING NFIRS REPORTS

**Have you received an email about something incorrect in your NFIRS report?**

Example: Incorrect dispositions on an elevator call

NFIRS incident type correction for E2...

### Who to contact to unlock and why?

#### **1st Choice: Battalion Chief (BC)**

- Make sure they are notified and aware of the situation
  - If BCs notice recurring issues within their battalion, they can provide targeted training.
- Works the same schedule as you (24-hour shifts)
  - If fire reports are unlocked as soon as the issue is identified, they pop back up on DIRTS. Consequently, someone may relock the report before you return to work and have a chance to correct it.
  - As such, it's easier logistically for you to contact your BC to unlock it while you're working.

#### **2nd Choice: Incident Report Coordinator**

- Is happy to help, but response may be delayed (other staff obligations, nights/weekends/etc.; it's a daywork position)
- It's reasonable to reach out when your BC is unavailable (EMSCEP, OARS, etc.) or when you have a question about what needs to be corrected.

🔒 This Incident is read-only and locked. You may still change the status of this Incident. 🔒

## DAD JOKE

**Q: Why are there no knock knock jokes about America?**

**A: Because... Freedom rings!!**

Fairfax County Fire and Rescue Department  
**Data Analytics**  
Strategy Management  
Division

