**BOX \_\_\_\_\_ of \_\_\_\_\_**

**INCIDENT HISTORY FILE**

*Incident History File* contains the official paper copy of ***Permanent*** records, including signed original decision documents and reports. **Keep on home unit with fire package for three (3) years or until no further business need, then retire to Federal Records Center for storage**.

**INCIDENT NAME: INCIDENT NUMBER:**

**DATE(S): LOCATION:**

**INCIDENT COMMANDER(S):**

**PLANNING SECTION CHIEF(S**):

|  |
| --- |
| **Permanent Fire Incident Records**  **Transfer to National Archives** |
|  |
| * Delegation of Authority |
| * Final Fire Behavior Analyst Report |
| * Final Fire Narrative |
| * Final Statement of Costs |
| * Fire Map – Final Perimeter |
| * Fire Map – Final Progression |
| * ICS-201 Local IC Briefing |
| * Individual Fire Report (FS 5100-29/DI-1202) |
| * Infrared Imagery w/interpretation |
| * Newspaper Clippings |
| * Press Releases/Daily Media Updates |
| * Photos, Essential annotated |
| * WFSA (or WFIP) |
| * Field Weather Obs (not already in WIMS) |
| * IAPs w/ICS-215/215A (Dates: ) |
|  |
|  |