**To be completed weekly and submitted along with Severity Request Spreadsheet.**

**Open file, click “Save As” and rename for the upcoming week.**

|  |  |
| --- | --- |
| **Office Information** | |
| Date Completed |  |
| Request Period Dates (Sat-Fri) |  |
| Current Land Office PL Level: |  |
| Completed By: |  |

|  |
| --- |
| **Synopsis of Fire Activity and Resource Availability** |
| *Briefly describe anticipated or ongoing fire activity, fire resistance to control, staffing levels, resource drawdown and/or availability within your Area/Zone* |

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| **Summary of Weather and Fuels Conditions** |
| *Provide a brief description of trends in fire weather, fuels conditions, current fire indices (ERC, SFDI, BI) and their associated adjective rating/staffing level breakpoints that support the need for additional resources:* |

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| --- |
| **Request Summary** |
| *Brief description of the requested resources and their anticipated use* |