



## Montana DNRC Fire Protection - Standard Operating Guideline

**SOG Number:** InFORM #1

**Title:** County Fire Occurrence Data Requirements

**Author:** InFORM Core Team

**Date Enacted:** 1 January 2021

**Review Date:** Every Fall

### **Purpose/Intent:**

Provide guidance on minimum required county fire occurrence data elements and the desired pathway to the Integrated Reporting of Wildland-Fire Information Service (IRWIN).

### **Policy Standard:**

The minimum county fire occurrence data elements needed to make a complete fire record when routed to the local interagency dispatch center are; **Fire Discovery Date and Time, Local Incident Identifier, Point of Origin Latitude and Longitude, Size in Acres, Fire Cause and Fire Cause General elements**. These elements meet NASF fire occurrence reporting standards and if complete, the incident will appear as a blue dot in the InFORM Inspector application.

If a name is not provided InFORM will default to the local incident identifier, the DNRC preference is for the local center to provide a name for the incident. The remaining required fields will be derived, those are, unique fire ID, geographic area coordination center code, IRWIN ID, point of origin county, point of origin landowner category, point of origin state and Point of origin protecting unit. A wildland fire perimeter is not required but is highly desired for fires over 100 acres.

### **Procedure:**

The desired pathway for all county fire occurrence data is through the local interagency wildland dispatch center where it will be entered into an IRWIN connected CAD. InFORM will read from IRWIN providing the ability to validate a complete record and certify a final fire report if required.

Each DNRC Area/Unit offices (in consultation with their Interagency Dispatch Center) has the discretion to establish how county fire occurrence data is captured via a process that best suits their respective counties (i.e. Fire Data Hotline, Google Forms, 911 Monitoring etc.). Emphasis should be placed on accurate and timely reporting in a consistent year-round fashion (not just during peak fire activity).

### **Additional Resources and Information:**

MTDNRC Fire Occurrence Data Reporting 2021-Info Graphic  
MT Final Fire Report - Required Elements State and County