

## INCIDENT STATUS SUMMARY – GENERIC (IMS 209-G)

<b>1. Incident Name:</b>	<b>2. Operational Period:</b>	Date From:		Date To:	
		Time From:		Time To:	
<b>3. Current Situation:</b>					
<b>4. Future Outlook:</b>					
<b>5. Anticipated Actions:</b>					
<b>6. Attachments (check <input checked="" type="checkbox"/> if attached):</b>					
<input type="checkbox"/> Organization Assignment List (IMS 203)		<input type="checkbox"/>			
<input type="checkbox"/> Incident Organization Chart (IMS 207)		<input type="checkbox"/>			
<input type="checkbox"/> Incident Map		<input type="checkbox"/>			
<input type="checkbox"/>		<input type="checkbox"/>			
<b>7. Prepared By</b> (Planning Section Chief):	<b>Name:</b>		<b>Signature:</b>		
<b>8. Approved By</b> (Incident/EOC Command):	<b>Name:</b>		<b>Signature:</b>		
		<b>Date/Time:</b>			

Package

**IMS 209-G**

**Incident Status Summary**

**Purpose:** The Incident Status Summary-Generic (IMS 209-G) provides a general overview or 'snapshot in time' of the current situation, future outlook and anticipated actions at a particular stage during incident response operations. It is generally used for the following purposes:

1. To provide Command Staff and other incident management personnel with basic information for planning for the next operational period.
2. Sued by the Situation Unit personnel for posting information on Status Boards or circulating as required.
3. Provides information to the Information Officer for preparing news media releases.
4. Summarizes incident information for local and off-site coordination/operations centers.
5. To brief incident officials

**Preparation:** The IMS 209-G is prepared by the Situation Unit Leader or Planning Section Chief. It should contain the most accurate and up-to-date information available at the time it is prepared.

**Distribution:** The IMS 209-G may be scheduled for presentation to the Planning Section Chief and the other General Staff prior to each Planning Meeting and may be required at more frequent intervals by the Incident or EOC Commander, or the Planning Section Chief. It may also be distributed to Information Officer and/or local/off-site coordination/operations centers. The IMS 209-G is duplicated and distributed to the Incident or EOC Commander and staff, all section Chiefs, Planning Section Unit Leaders, and organization dispatch centers. It is posted on the display board located at the Incident Command Post. All completed original forms must be given to the Documentation Unit.

**Note:** This is an all-hazards generic version of IMS 209-G. Additional hazard or discipline-specific versions or sections may be developed or used as required.

Item #	Item Title	Instructions
1.	<b>Incident Name</b>	Print the name assigned to the incident.
2.	<b>Operational Period</b>	Enter the start date (YYYY/MM/DD) and time (using the 24-hour clock) and end date and time for the operational period, to which the form applies.
3.	<b>Current Situation</b>	Enter a concise summary of current situation at time of report.
4.	<b>Future Outlook</b>	Note potential future developments based on current information. This section is for the IC/UC to discuss/project their future outlook, goals, requirements, needs and issues.
5.	<b>Anticipated Actions</b>	Enter the key strategic actions anticipated to be required.
6.	<b>Attachments</b>	Check the detailed forms that are attached. Include additional forms as needed.
7.	<b>Prepared By</b>	Enter the name and position of the person completing the form (usually the Situation Unit Leader or Planning Section Chief).
8.	<b>Approved By</b>	Enter the name and position of the person approving the form (usually the Incident or EOC Commander). Enter the date (YYYY/MM/DD) and time approved (24-hour clock).