# INCIDENT OBJECTIVES (ICS FORM 202)

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| **PURPOSE** | An Incident Action Plan documents the actions developed by the Incident Commander and Command and General Staff during the Planning Meeting. When all attachments are included, the plan specifies the control objectives, tactics to meet the objectives, resources, organization, communications plan medical plan, and other appropriate information for use in tactical operations. |
| **PREPARATION** | An Incident Action Plan is completed following each formal planning meeting conducted by the Incident Commander and the Command and General Staff. The plan must be approved by the Incident Commander prior to distribution. |
| **DISTRIBUTION** | Sufficient copies of the Incident Action Plan will be reproduced and given to supervisory personnel at the Section, Branch, Division/Group and Unit leader levels. |

The Incident Objectives Form (ICS Form 202) is the first page of an Incident Action Plan. The Incident Objectives form describes the basic incident strategy, control objectives, and provides weather information and safety considerations for use during the next operational period.

## INSTRUCTIONS FOR COMPLETING THE INCIDENT OBJECTIVES (FORM 202)

| ITEM NUMBER | ITEM TITLE | INSTRUCTIONS |
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| 1. | Incident Name | Print the name assigned to the incident. |
| 2. | Date Prepared | Enter date prepared (yyyy-MMM-dd) |
| 3. | Time Prepared | Enter time prepared (24 hour clock) |
| 4. | Operational Period | Enter the time interval for which the form applies. Record the start time and end time and include the date(s). |
| 5. | General Control Objectives (include alternatives) | Enter short, clear, and concise statements of the objectives for managing the incident including alternatives. The control objectives usually apply for the duration of the incident. |
| 6. | Weather Forecast for Operational Period | Enter weather prediction for the specified operational period. |
| 7. | General /Safety Message | Enter information such as known safety hazards and specific precautions to be observed during this operational period. If available, a safety message should ne referenced and attached. |
| 8. | Attachments | The form is ready for distribution when appropriate attachments are completed and attached to the form. |
| 9. | Prepared By | Enter the name and position of the person completing the form (usually the Planning Section Chief). |
| 10. | Approved By | Enter the name and position of the person approving the form (usually the Incident Commander). |
| * NOTE | ICS Form 202, Incident Objectives, serves only as a cover sheet and is not considered a complete Incident Action Plan until attachments are included. | |