

NERT MESSAGE FORM

	TO: _____
	FROM (Team Name/ICS position & Staging Site): _____
	SUBJECT: _____
	DATE: _____ TIME: _____
	MESSAGE NUMBER: _____
MESSAGE TEXT:	What – is the incident you are reporting? <i>ie. People trapped, fire burning, road blocked</i>
	Where – did the incident happen? <i>ie. 822 Connecticut near 20th Street, intersection of Market & Geary</i>
	When – did the incident happen? <i>ie. At 12:15 p.m., reported at 2:05 p.m.</i>
	How – is the Incident Commander responding? <i>If yes, describe briefly. If no, say no response.</i>
Examples: assignment completed, additional resources needed, unable to complete, special information/status update.	
REPLY:	DATE: _____ TIME: _____ ICS POSITION: _____