1. Incident Name	2. Prepared by: (name)	INCIDENT BRIEFING
	Date: Time:	ICS 201-CG

3. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, overflight results, trajectories, impacted shorelines, or other graphics depicting situational and response status)

4. Current Situation:

1. Incident Name	2. Prepared by: (name)	INCIDENT BRIEFING
	Date: Time:	ICS 201-CG

5. Initial Response Objectives, Current Actions, Planned Actions

1. Incident Name	2. Prepared by: (name)	INCIDENT BRIEFING
	Date: Time:	ICS 201-CG

6. Current Organization (fill in additional appropriate organization)

Safety Officer

Liaison Officer

Public Information Officer

Operations Section	Planning Section	Logistics Section	Finance Section

1. Incident Name		2. Prepared by: (name)				INCIDENT BRIEFING
		Date:		Time:		ICS 201-CG

7. Resources Summary

Resource	Resource Identifier	Date Time Ordered	ETA	On-Scene (X)	NOTES: (Location/Assignment/Status)

INCIDENT BRIEFING (ICS 201-CG)

Purpose. The Incident Briefing form provides the Unified Command (and the Command and General Staffs assuming command of the incident) with basic information regarding the response situation and the resources allocated to the incident. It is also a permanent record of the initial incident response.

Preparation. This briefing form is prepared under the direction of the initial Incident Commander for presentation to the Unified Command. This form can be used for managing the response during the initial period until the beginning of the first operational period for which an Incident Action Plan (IAP) is prepared. The information from the ICS form 201-CG can be used as the starting point for other ICS forms or documents.
- Page 1 (Map/Sketch) may transition immediately to the Situation Map.
- Page 2 (Summary of Current Actions) may be used to continue tracking the response actions and as the initial input to the ICS form 215-CG and the ICS form 232-CG.
- Page 3 (Current Organization) may transition immediately to the Organization List (ICS form 203-CG) and/or Organization Chart (ICS form 207-CG).
- Page 4 (Resources Summary) may be used to continue tracking resources assigned to the incident and as input to individual T-Cards (ICS form 219) or other resource tracking system.

Distribution. After the initial briefing of the Unified Command and General Staff members, the Incident Briefing form is duplicated and distributed to the Command Staff, Section Chiefs, Branch Directors, Division/Group Supervisors, and appropriate Planning and Logistics Section Unit Leaders. The sketch map and summary of current action portions of the briefing form are given to the Situation Unit while the Current Organization and Resources Summary portion are given to the Resources Unit. All completed original forms MUST be given to the Documentation Unit.

Item #	Item Title	Instructions
1.	Incident Name	Enter the name assigned to the incident.
2.	Prepared By	Enter the name and position of the person completing the form.
	Date	Enter date prepared (month, day, year).
	Time	Enter time prepared (24-hour clock).
3.	Map/Sketch	Show the total Area of Operations, the incident site, overflight results, trajectories, impacted shorelines, or other graphics depicting situation and response status on a sketch or attached map.
4.	Current Situation	Enter short, clear, concise summary of the actions taken in managing the initial response
5.	Initial Response, Objectives, Current & Planned Actions	Enter short, clear, concise statements of the objectives for managing the initial response, any actions taken in response to the incident, including the time, and note any significant events or specific problem areas as well as planned actions for the future.
6.	Current Organization	Enter, on the organization chart, the names of the individuals assigned to each position. Modify the chart as necessary, using additional boxes in the space provided under the Sections. Blank lines are provided in the Unified Command section for adding other agencies or groups participating in the Unified Command and/or for multiple Responsible Parties.
7.	Resources Summary	Enter the following information about the resources allocated to the incident:
	Resource	Description of the resource (e.g., open water boom, skimmer, vac truck, etc.).
	Resource Identifier	Identifier for the resource (e.g., radio call-sign, vessel name, vendor name, license plate, etc.).
	Date/Time Ordered	Date and time ordered (24-hour clock).
	ETA	Estimated date and time for the resource to arrive at the staging area.
	On-Scene	"X" upon the resource's arrival.
	Notes	Location of the resource, the actual assignment, and the status of the resource (if other than working).

NOTE: Additional pages may be added to ICS 201-CG if needed