

1. Incident Name	2. Operational Period (Date/Time) From: To:	Chronology of Events LOG ICS 214A-CG
3. Activity Log		
TIME		
ICS-209/ SITREP	Critical Info Reporting	Briefing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MAJOR EVENTS		
4. Prepared by:		Date/Time

CHRONOLOGY OF EVENTS LOG (ICS FORM 214A-CG)

Purpose. The Chronology of Events Log records details of unit activity, including strike team activity or individual activity. These logs provide the basic reference from which to extract information for inclusion in any after-action report.

Preparation. A Chronology of Events Log is initiated and maintained by Command Staff members, Division/Group Supervisors, Air Operations Groups, Strike Team/Task Force Leaders, and Unit Leaders. Completed logs are submitted to supervisors who forward them to the Documentation Unit.

Distribution. The Documentation Unit maintains a file of all Chronology of Events Logs. All completed original forms **MUST** be given to the Documentation Unit.

<u>Item #</u>	<u>Item Title</u>	<u>Instructions</u>
1.	Incident Name	Enter the name assigned to the incident.
2.	Operational Period	Enter the time interval for which the form applies. Record the start and end date and time.
3.	Activity Log	Enter the time and check boxes as appropriate. Ensure log is updated when items are completed as well as assigned. ICS-209 – Check block if the information requires that the ICS-209 be updated. Critical Information Threshold Reporting – Check block if the information requires immediate notification of Command and General Staff personnel. Briefing – Check block if information should be included in any information briefing.
7.	Prepared By	Enter name and title of the person completing the log. Provide log to immediate supervisor, at the end of each operational period.
	Date/Time	Enter date (month, day, year) and time prepared (24-hour clock).