

OPERATIONAL PERIOD BRIEFING AGENDA

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| 1. Review Agenda
<i>Reviews and facilitates briefing.</i> | Planning Section Chief |
| 2. Objectives
<i>Presents incident objectives or confirms existing objectives.</i> | Incident Commander or
Planning Section Chief |
| 3. Assessment of Current Situation
<i>Provides current assessment and accomplishments.</i> | Current Operations
Section Chief |
| 4. Work Assignments
<i>Covers work assignments and staffing of divisions and groups for the
upcoming operational period.</i> | Oncoming Operations
Section Chief |
| 5. Special Considerations
<i>Present updates on considerations affecting the response (weather, fire
behavior, environmental factors).</i> | Technical Specialists |
| 6. Safety
<i>Reviews specific risks to operational resources and the identified
safety/mitigation measures.</i> | Safety Officer |
| 7. Air Operations (if applicable)
<i>Brief on special operations.</i> | Special Operations Staff |
| 8. Logistics
<i>Develop resource order(s)</i> | Logistics Section Chief |
| 9. Administration
<i>Provide financial update</i> | Administration and
Finance Section Chief |
| 10. Public Information
<i>Discuss information issues</i> | Public Information Officer |
| 11. Liaison
<i>Discuss interagency liaison issues</i> | Liaison Officer |
| 12. Other | |
| 13. Final Statement
<i>Reiterates his/her operational concerns and directs resources to deploy</i> | Incident Commander |
| 14. Announcements
<i>Announces next planning meeting and operational period briefing.
Adjourns the meeting.</i> | Planning Section Chief |