**Scope:** This Standard Operating Procedure applies to all INDU personnel conducting initial attack operations on wildland fires within Indiana Dunes National Lakeshore.

**Purpose:** The purpose of this SOP is to standardize the reporting of initial attack size up of a wildland fire by INDU fire management personnel and law enforcement rangers to the communications center.

**Procedure:** Personnel should write observations down prior to contacting the communications center. When delivering a fire size up report to the communications center the following format should be used (reference the Incident Response Pocket Guide while in the field):

1. Incident Name
2. Incident Commander
3. Incident Type (Wildland fire)
4. Incident Status
5. Location
6. Jurisdiction
7. Radio Frequencies
8. Incident size
9. Fuel Type
10. Wind Speed and Direction
11. Slope and Aspect
12. Best Access
13. Special Hazards or Concerns (Structures threatened, smoke on highways, fire impacting train tracks, etc.)

Upon completion of the size up report ensure that the communications center received your information.