IMT Tools Feedback 2008

**Fire Incident Records Management**

**Return comments to: larson.louise@gmail.com**

**Name: Date:**

**Phone: E-mail:**

**Agency: Unit: Region:**

**IMT ID/Position on IMT:**

**Tools to assist Incident Management Teams implement fire incident records management are available on the NIFC website (** [**http://www.nifc.gov/policies/records/index.html**](http://www.nifc.gov/policies/records/index.html) **). Your feedback, suggestions for improvement, or comments about how your team uses the IMT tools to implement the policy is welcome at any time during the season. Please comment on any of the tools shown below or otherwise to help make the process more efficient.**

**Retention Guidance:**

**IMT Instructions:**

**Graphic Examples for File Organization:**

**IMT Filing Labels:**

**Final Documentation Index/Box Indexes:**

**Other:**