

SUPPORT VEHICLE INVENTORY (ICS FORM 218)

Purpose. The Support Vehicle Inventory form provides an inventory of all transportation and support vehicles assigned to the incident. The information is used by the Ground Support Unit to maintain a record of the types and locations of vehicles on the incident. The Resources Unit uses the information to initiate and maintain status/resources information on these resources.

Preparation. The form is prepared by Ground Support Unit personnel at intervals specified by the Ground Support Unit Leader.

Distribution. Initial inventory information recorded on the form should be given to the Resources Unit. Subsequent changes to the status or location of transportation and support vehicles should be provided to the Resources Unit immediately.

NOTE:

- a. The Ground Support Unit Leader may prefer to use separate sheets for each type of support vehicle (e.g., buses, pickups, and food tenders).
- b. More than one line may be used to record information on each vehicle. If this is done, separate individual vehicle entries with a heavy line.
- c. Several pages may be used. When this occurs, number the pages consecutively (in the number box at bottom of form).

Item #	Item Title	Instructions
1.	Incident Name	Enter the name assigned to the incident.
2.	Date Prepared	Enter date prepared (e.g., 09/17/1996).
3.	Time Prepared	Enter time prepared (e.g., 1530).
4.	Vehicle Information Type Make Capacity/Size Owner ID Number Location Release Time	Record the following vehicle information: a. Specific vehicle type (e.g., bus, stakeside, etc.). b. Vehicle manufacturer name (e.g., GMC, International). c. Vehicle capacity / size (e.g., 30-person bus, 3/4 ton truck). d. Owner of vehicle (agency or private owner). e. Serial or other identification number. f. Location of vehicle. g. Time vehicle is released from incident.
5.	Prepared By	Enter name of the person completing the form.