



**Today's discussion is from the
Fireline Safety Category.**

INSTRUCTIONS AND ASSIGNMENTS NOT CLEAR

Every firefighter will be giving and receive briefings at some point on the job. Briefings are an effective way to disseminate information that can make the firefighter's job safer and easier. When giving a briefing, it is important to keep the following questions in mind and remain perceptive to how the audience is receiving the information:

- Did you use the National Incident Response Pocket Guide standards briefing checklist?
- Did they ask questions? Talk about what it is like giving a briefing. Do you get empty stares? What feedback are you looking for to ensure they understand you?
- Did they take notes? What kind of information would you like to see people write down?
- Did they repeat information back? What other ways can you identify that your briefing is registering?
- Did you give all the necessary information? How will you ensure that you covered everything necessary?
 - Task
 - Location
 - Communications
 - Hazards
 - Who, when, etc.
- It is also important for the firefighter who is receiving instructions to be mindful of the following during the briefing:
 - Did you really listen? What do you do to make yourself pay attention to everything being said?
 - Did you understand the assignment, location, and the nature and location of hazards? Do you expect to figure it out for yourself when you get out there or do you step forward and ask questions?
- You must know the location of the assignment and:
 - What is to be done?
 - Who you are to report to and how often to report.
 - When you are expected to complete the assignment.
 - Hazards.
 - Communication plan frequencies.
 - Weather and fire behavior.
 - Status of adjoining forces.

References:

[Interagency Standards for Fire and Fire Aviation Operations
Incident Response Pocket Guide](#)

Have an idea? Have feedback? Share it.

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