

SWICS 2025 210 Resource Status Change

Purpose. The Resource Status Change (SWICS 2025 210) is used by the Incident Command Team to record status change information received on resources assigned to the incident.

Preparation. The SWICS 2025 210 is completed by using this form and submitting it to the Incident Command Team

Distribution. The SWICS 2025 210 is maintained by the Incident Command Team and copied to the Communications Team Leader.

Notes:

- The SWICS 2025 210 is essentially a message form that can be used to update Resource Status of any asset used during an incident.

Block Number	Block Title	Instructions
1	Incident Name	Enter the name assigned to the incident.
2	Operational Period <ul style="list-style-type: none"> • Date and Time From • Date and Time To 	Enter the start date (month/day/year) and time (using the 24-hour clock) and end date and time for the operational period to which the form applies.
3	Resource Number	Enter the resource identification (ID) number (this may be a letter and number combination) assigned by either the sending unit or the incident.
4	New Status (Available, Assigned, Out of Service)	Indicate the current status of the resource: <ul style="list-style-type: none"> • Available – Indicates resource is available for incident use immediately. • Assigned – Indicates resource is checked in and assigned a work task on the incident. • Out of Service – Indicates resource is assigned to the incident but unable to respond for mechanical, rest, or personnel reasons. If space permits, indicate the estimated time of return (ETR). It may be useful to indicate the reason a resource is out of service (e.g., “O/S – Mech” (for mechanical issues), “O/S – Rest” (for off shift), or “O/S – Pers” (for personnel issues).
5	From (Assignment and Status)	Indicate the current location of the resource (where it came from) and the status.
6	To (Assignment and Status)	Indicate the assigned incident location of the resource and status.
7	Time and Date of Change	Enter the time and location of the status change (12-hour clock). Enter the date as well if relevant (e.g., out of service).
8	Comments	Enter any special information provided by the resource. This may include details about why a resource is out of service, or individual identifying designators (IDs).
9	Prepared by <ul style="list-style-type: none"> • Name • Position/Title • Signature • Date/Time 	Enter the name, ICT position/title, and signature of the person preparing the form. Enter date (month/day/year) and time prepared (24-hour clock).