REPORTING NO ACTIVITY

When your department does not have any incidents (includes Mutual Aid Given), a No Activity report is required. This documents in NFIRS and validates your department as reporting.

How to submit a No Activity report:
- Create Incident
- Check the "No Activity" Box above the Incident Number field.
- Incident Date. Enter the last day of the month that had no activity. (Example: January had no calls including mutual aid calls. The date should be 01/31/2023)
- Incident Number. Your number should be all zeros (Example: 0000000)
- Exposure is always 0
- Save and close the incident