

<b>ST/Unit:</b>	<b>Name:</b>	<b>Position/Title:</b>
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**Front**

**Date/Time Checked In:**

**Name:**

**Primary Contact Information:**

<b>Manifest:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Total Weight:</b>
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**Method of Travel to Incident:**  
 AOV    POV    Bus    Air    Other

**Home Base:**

**Departure Point:**

<b>ETD:</b>	<b>ETA:</b>
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**Transportation Needs at Incident:**  
 Vehicle    Bus    Air    Other

**Date/Time Ordered:**

**Remarks:**

**Prepared by:**  
**Date/Time:**

**ICS 219-5 PERSONNEL (WHITE CARD)**

<b>ST/Unit:</b>	<b>Name:</b>	<b>Position/Title:</b>
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**Back**

<b>Incident Location:</b>	<b>Time:</b>
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**Status:**  
 Assigned    O/S Rest    O/S Pers  
 Available    O/S Mech    ETR: \_\_\_\_\_

**Notes:**

<b>Incident Location:</b>	<b>Time:</b>
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**Status:**  
 Assigned    O/S Rest    O/S Pers  
 Available    O/S Mech    ETR: \_\_\_\_\_

**Notes:**

<b>Incident Location:</b>	<b>Time:</b>
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**Status:**  
 Assigned    O/S Rest    O/S Pers  
 Available    O/S Mech    ETR: \_\_\_\_\_

**Notes:**

<b>Incident Location:</b>	<b>Time:</b>
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**Status:**  
 Assigned    O/S Rest    O/S Pers  
 Available    O/S Mech    ETR: \_\_\_\_\_

**Notes:**

**Prepared by:**  
**Date/Time:**

**ICS 219-5 PERSONNEL (WHITE CARD)**

## ICS 219-5: Personnel Card

Block Title	Instructions
<b>ST/Unit</b>	Enter the State and or unit identifier (3–5 letters) used by the authority having jurisdiction.
<b>Name</b>	Enter the individual's first initial and last name.
<b>Position/Title</b>	Enter the individual's ICS position/title.
<b>Date/Time Checked In</b>	Enter date (month/day/year) and time of check-in (24-hour clock) to the incident.
<b>Name</b>	Enter the individual's full name.
<b>Primary Contact Information</b>	Enter the primary contact information (e.g., cell phone number, radio, etc.) for the leader.  If radios are being used, enter function (command, tactical, support, etc.), frequency, system, and channel from the Incident Radio Communications Plan (ICS 205).  Phone and pager numbers should include the area code and any satellite phone specifics.
<b>Manifest</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	Use this section to enter whether or not the resource or personnel has a manifest. If they do, indicate the manifest number.
<b>Total Weight</b>	Enter the total weight for the crew. This information is necessary when the crew are transported by charter air.
<b>Method of Travel to Incident</b> <input type="checkbox"/> AOV <input type="checkbox"/> POV <input type="checkbox"/> Bus <input type="checkbox"/> Air <input type="checkbox"/> Other	Check the box(es) for the appropriate method(s) of travel the individual used to bring himself/herself to the incident. AOV is "agency-owned vehicle." POV is "privately owned vehicle."
<b>Home Base</b>	Enter the home base to which the resource or individual is normally assigned (may not be departure location).
<b>Departure Point</b>	Enter the location from which the resource or individual departed for this incident.
<b>ETD</b>	Use this section to enter the crew's estimated time of departure (using the 24-hour clock) from their home base.
<b>ETA</b>	Use this section to enter the crew's estimated time of arrival (using the 24-hour clock) at the incident.
<b>Transportation Needs at Incident</b> <input type="checkbox"/> Vehicle <input type="checkbox"/> Bus <input type="checkbox"/> Air <input type="checkbox"/> Other	Check the box(es) for the appropriate method(s) of transportation at the incident.
<b>Date/Time Ordered</b>	Enter date (month/day/year) and time (24-hour clock) the crew was ordered to the incident.
<b>Remarks</b>	Enter any additional information pertaining to the crew.
<b>BACK OF FORM</b>	
<b>Incident Location</b>	Enter the location of the crew.
<b>Time</b>	Enter the time (24-hour clock) the crew reported to this location.

Block Title	Instructions
<p><b>Status</b></p> <p><input type="checkbox"/> Assigned</p> <p><input type="checkbox"/> O/S Rest</p> <p><input type="checkbox"/> O/S Pers</p> <p><input type="checkbox"/> Available</p> <p><input type="checkbox"/> O/S Mech</p> <p><input type="checkbox"/> ETR: _____</p>	<p>Enter the crew's current status:</p> <ul style="list-style-type: none"> <li>• Assigned – Assigned to the incident</li> <li>• O/S Rest – Out-of-service for rest/recuperation purposes/guidelines, or due to operating time limits/policies for pilots, operators, drivers, equipment, or aircraft</li> <li>• O/S Pers – Out-of-service for personnel reasons</li> <li>• Available – Available to be assigned to the incident</li> <li>• O/S Mech – Out-of-service for mechanical reasons</li> <li>• ETR – Estimated time of return</li> </ul>
<p><b>Notes</b></p>	<p>Enter any additional information pertaining to the crew's current location or status.</p>
<p><b>Prepared by</b> <b>Date/Time</b></p>	<p>Enter the name of the person preparing the form. Enter the date (month/day/year) and time prepared (using the 24-hour clock).</p>