

## 11 NCAC 05A .0910 INCIDENT REPORTING

- (a) In addition to the requirements of this Rule regarding reporting the storage and deployment of Aqueous Film Forming Foam (AFFF), when a fire department responds to an incident, the fire chief shall ensure that an incident report containing the date, time, and location of the incident is completed using software compatible with the records management system maintained by OSFM.
- (b) All reports shall be submitted to OSFM as soon as practicable. Incident reports shall not be submitted to OSFM later than 90 days from incident occurrence.
- (c) When a fire department responds to a fire involving fatalities, an initial report shall be filed by the fire chief or fire marshal of the authority having jurisdiction within 48 hours of the incident to OSFM.
- (d) In accordance with G.S. 58-82B-10, an online reporting portal for the storage and deployment of AFFF has been created at the following website: <https://ncdoi.imagetrendelite.com/Elite/Organizationncdoi/>. This online reporting portal consists of an online database and an online reporting tool to capture the storage and deployment of AFFF.
- (e) The fire chief or fire marshal of the authority having jurisdiction shall ensure that the following information regarding AFFF inventory for their fire department is entered into the online database:
- (1) The number of trucks at each department that carry AFFF, and the fire station or other location, including street address, where each truck is located.
  - (2) The volume, trade name, and Chemical Abstract Service (CAS) number of the AFFF on each truck.
  - (3) An inventory, including the volume, trade name, and CAS number of AFFF stored by each fire department at a fire station or other location, including the street address where the AFFF is stored.
  - (4) The volume, trade name, and CAS number of AFFF products that are no longer utilized and could be removed from inventory for disposal, including the street address where the AFFF is stored.
  - (5) A photograph of the label and the container of the AFFF. For the purpose of this Subparagraph, a photograph includes an electronic image produced by the camera of an electronic device. The information entered in the online database shall be updated annually in accordance with G.S. 58-82B-5.
- (f) When a fire department responds to a fire, conducts training involving AFFF in any quantity, or has an accidental spill, the fire chief shall ensure an initial report is entered in the online reporting tool within 15 days of the incident or the training event, including the following:
- (1) The date, time, and location, including street address and GPS coordinates, where AFFF was involved, the trade name, and CAS number of the AFFF used.
  - (2) The total volume of AFFF involved, including gallons of foam and gallons of water and total concentration of foam.
  - (3) The reason for the deployment of AFFF, such as firefighting, fire prevention, other emergency response actions intended to protect property or public safety, training, or an accidental spill.
- (g) The fire chief or fire marshal of the authority having jurisdiction shall ensure that an annual report is available in the online reporting tool by July 1st of each year that includes the information required by Paragraph (g) of this Rule.

*History Note:* Authority G.S. 58-36-10; 58-40-25; 58-78A-1(b)(20); 58-78A-2; 58-79-1; 58-79-45; 58-82B-5; 58-82B-10; S.L. 2021-180, s. 8.10(i);  
Eff. January 1, 2018;  
Amended Eff. June 1, 2026; June 1, 2023.