

Exporting the already imported data files from NFIRS

- Log into NFIRS
- Under Incident Management select Export Incidents



Incident Management

Log incidents, report fires, maintain records of these incidents in a uniform manner in the standard national reporting system.

- [Create Incident](#)
- [Search Incidents](#)
- [Export Incidents](#)
- [Import Incidents](#)
- [Form Based Incident Report](#)

- Bulk Export Incident Screen (search criteria)
 - User Group/Fire Department ID = 18132
 - Incident From Date: example 01/01/2023
 - Incident To Date: example 01/31/2023
- Click **Export ALL** Button

Please enter any of the following export criteria. Select "Search" to review the results prior to export; otherwise select "Export All" to initiate the export without reviewing results.

*Fire Department State		*User Group / Fire Department ID		
<input type="text" value="FL"/>		<input type="text" value="18132:South Trail Fire Dept - 4.1"/>		
Year	Quarter	— OR —	Incident From Date	Incident To Date
<input type="text" value="Select"/>	<input type="text" value="Select"/>		<input type="text" value="01/01/2023"/>	<input type="text" value="01/31/2023"/>
> Incident Specifics				
<input type="button" value="Search"/>	<input type="button" value="Export All"/>	<input type="button" value="Clear"/>		

- Select a name for the report in the popup box. Example January 2023

Export ×

The red asterisk () denotes a required field.*

You can provide a name for this export task to help you better differentiate it from other export tasks that you have submitted. Please enter the export task's name below and press "Submit".

***Export Request Name**

[Submit](#) [Cancel](#)

This report may take a few minutes and then you will receive an email stating that the report is ready.

To retrieve the report

- Log into NFIRS
- Under Incident Management select Export Incidents
- Click the tab Recent Exports – The files that you name will be in the recent export request list

Bulk Export Incidents

[Export Utility](#) [Recent Exports 12](#)

- Click the Export Files

Export Files ⇅

BEU_18132_January2023.zip

- That file will then be downloaded into your download folder on your PC.

