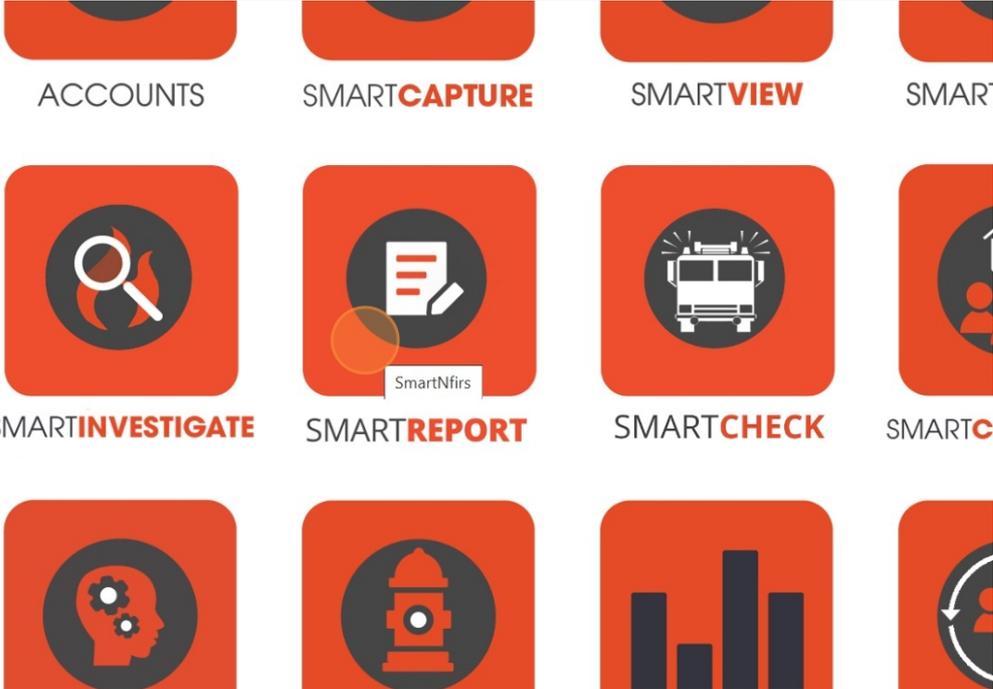


Generating an NFIRS Export File on the APX Web App



1 Select the **SmartReport** tab.



2 Select the **Incident Reports** tab.

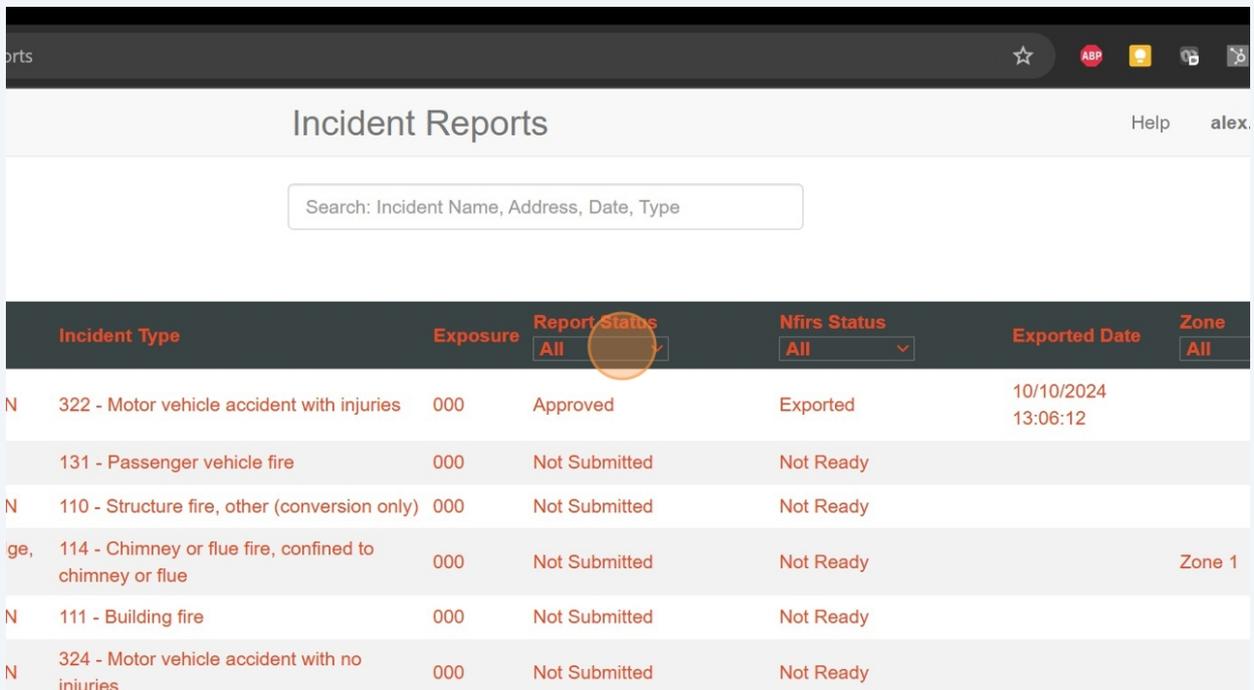


Incident Reports



Incident Report History

3 You can sort Incident Reports by "Report Status = Submitted" to find submitted reports requiring approval.



The screenshot shows a web application interface for "Incident Reports". At the top, there is a search bar with the placeholder text "Search: Incident Name, Address, Date, Type". Below the search bar is a table with the following columns: Incident Type, Exposure, Report Status, Nfirs Status, Exported Date, and Zone. The "Report Status" column has a dropdown menu with "All" selected. The table contains several rows of incident data.

| Incident Type | Exposure | Report Status | Nfirs Status | Exported Date | Zone |
|---|----------|---------------|--------------|------------------------|--------|
| N 322 - Motor vehicle accident with injuries | 000 | Approved | Exported | 10/10/2024 13:06:12 | |
| 131 - Passenger vehicle fire | 000 | Not Submitted | Not Ready | | |
| N 110 - Structure fire, other (conversion only) | 000 | Not Submitted | Not Ready | | |
| ge, 114 - Chimney or flue fire, confined to chimney or flue | 000 | Not Submitted | Not Ready | | Zone 1 |
| N 111 - Building fire | 000 | Not Submitted | Not Ready | | |
| N 324 - Motor vehicle accident with no injuries. | 000 | Not Submitted | Not Ready | | |

4

For each report, you can click **View Report** to preview the submitted report, or **Process NFIRS** to approve the report and ready it for export. Select **Save** to confirm approval of a report.

| Incident Date | Incident Number | Address | Incident Type | Exposure | Report Status | Nfirs Status | Exported Date | Zone | Actions |
|---------------|-----------------|--|--|----------|---------------|--------------|---------------|------|--|
| 2024-03-28 | 1235645 | 29 Albert St, Embrun, ON | 111 - Building fire | 000 | Submitted | Not Ready | | |    |
| 2024-11-25 | 145513 | 1904 Veiner St NE, Calgary, AB | 111 - Building fire | 000 | Submitted | Not Ready | | |    |
| 2024-11-25 | 145514 | 119 Van Horne Crescent NE, Calgary, AB | 311 - Medical assist, assist EMS crew | 000 | Submitted | Not Ready | | |    |
| 2024-11-27 | 676768 | 1804 19 St NE, Calgary, AB | 113 - Cooking fire, confined to container | 000 | Submitted | Not Ready | | |    |
| 2025-06-12 | 19293 | 112 N Westshore Blvd, Tampa, FL | 321 - EMS call, excluding vehicle accident with injury | 000 | Submitted | Not Ready | | |    |

1235645(000) - 111 - 2024-03-28

You are about to make the incident as Approved and Ready to export.

Save **Cancel**

5

To generate an NFIRS export file, select **Export to NFIRS**.

An export file will be generated and downloaded.

Incident Reports Help alex.craib@apxdata.com

Search: Incident Name, Address, Date, Type [Export to NFIRS](#)

[+ New Request](#)

| Exposure | Report Status | Nfirs Status | Exported Date | Zone | Actions |
|----------------|---------------|--------------|---------------|------|---------|
| 000 | Approved | Ready | | All | |
| 000 | Approved | Ready | | All | |
| EMS crew | Submitted | Not Ready | | All | |
| I to container | Submitted | Not Ready | | All | |

Incident Reports Help alex.craib@apxdata.com

Search: Incident Name, Address, Date, Type [Export to NFIRS](#)

[+ New Request](#)

| Exposure | Report Status | Nfirs Status | Exported Date | Zone | Actions |
|----------------|---------------|--------------|---------------|------|---------|
| 000 | Approved | Exported | | All | |
| 000 | Approved | Exported | | All | |
| EMS crew | Submitted | Not Ready | | All | |
| I to container | Submitted | Not Ready | | All | |

- INCIDENT_REPORT_EXPORT_57801_FL_2 0250613T163311.txt
1,749 B • Done
- Creating a new Incident on the APX Web App.pdf
1,155 KB • 14 minutes ago
- Completing an Incident Report using the APX Web App.pdf
3.7 MB • 46 minutes ago