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| **GENERAL MESSAGE (ICS 213)** | | | | | | | |
| 1. Incident Name (Optional): | | | | | | | |
| 2. To (Name and Position): | | | | | | | |
| 3. From (Name and Position): | | | | | | | |
| 4. Subject: | | | | | 5. Date | 6. Time | |
| 7. Message: | | | | | | | |
| 8. Approved by: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position/Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| 9. Reply: | | | | | | | |
| 9. Replied by: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position/Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| ICS 213 |  |  |  | Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  |