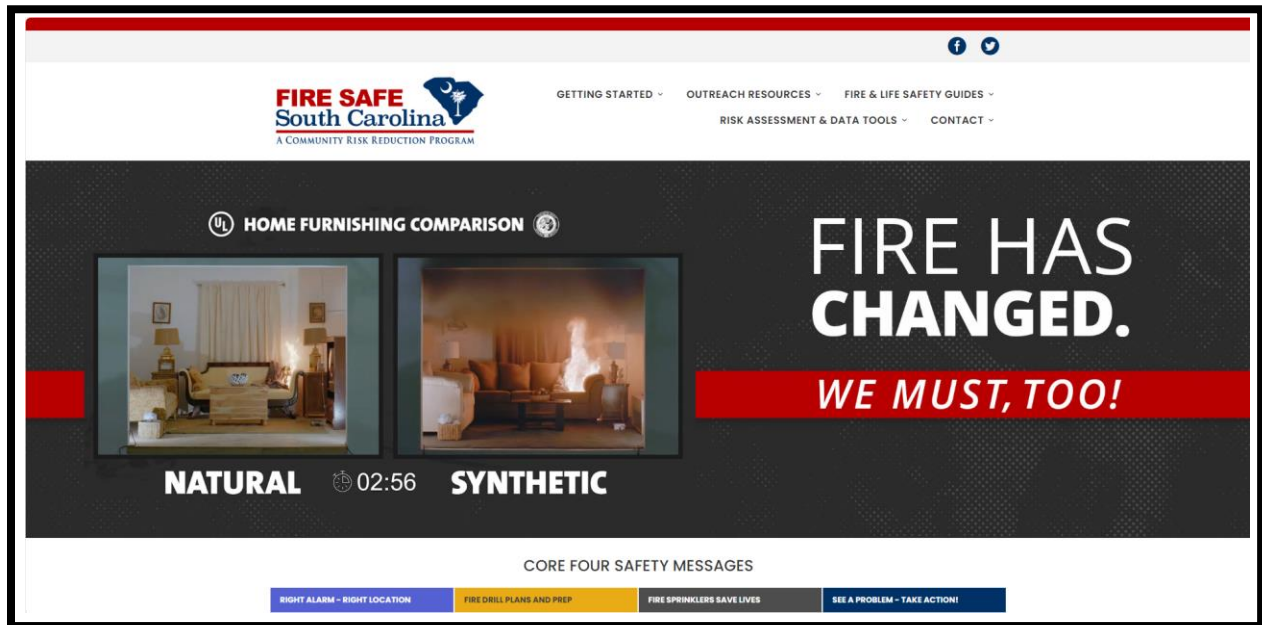


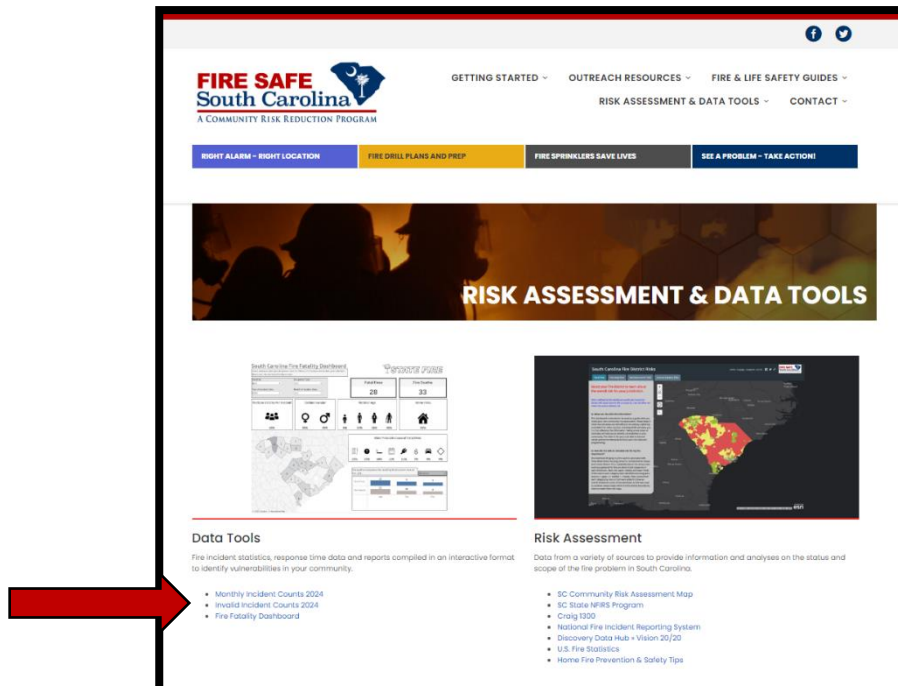
# NFIRS Invalid Incidents

## How to check number of invalids on Fire Safe website


1. Go to <https://firesafe.sc.gov/> via the internet.



2. Click "Risk Assessment & Data Tools" located at the top right of the web page. It will direct you to the following screen. Click "Invalid Incident Counts" under the "Data Tools" column.



- You will then be directed to this pdf file titled "Invalid Incidents Summary Report." All departments in South Carolina are listed in order by FDID. Scroll down until you have located your department. It will give you the number of reports that are invalid in the "Invalid" column.



**Invalid Incidents Summary Report**  
Report Period: 1/1/24 to 11/18/24

State	FDID	Fire Department	Valid	Invalid	No Activity	Grand Total	Percent Invalid
SC	01203	Calhoun Falls City FD	256	0	0	256	0.00%
SC	01206	Due West Town FD	176	0	0	176	0.00%
SC	01213	Broadmouth Turkey Creek FD	0	1	0	1	100.00%
SC	01301	Abbeville City FD	574	0	0	574	0.00%
SC	01501	Abbeville County FD	146	0	0	146	0.00%
SC	02101	Sage Mill FD	322	0	0	322	0.00%
SC	02203	Beech Island FD	496	0	0	496	0.00%
SC	02204	Belvedere FD	384	0	0	384	0.00%
SC	02205	Center FD	372	0	0	372	0.00%
SC	02207	Couchton FD	157	0	0	157	0.00%
SC	02208	Eureka FD	127	0	0	127	0.00%
SC	02209	G.V.W. FD	1697	5	0	1702	0.29%
SC	02210	Jackson VFD	209	1	0	210	0.48%
SC	02211	Langley FD	319	0	0	319	0.00%
SC	02212	Montmorenci FD	275	0	0	275	0.00%
SC	02213	Monetta VFD	181	4	0	185	2.16%
SC	02214	New Ellenton FD	474	0	0	474	0.00%
SC	02215	New Holland FD	32	0	0	32	0.00%
SC	02216	Midland Valley FD	1278	10	0	1288	0.78%
SC	02217	Silver Bluff FD	358	0	0	358	0.00%
SC	02218	Wagener FD	288	0	0	288	0.00%
SC	02219	Windsor FD	4	0	0	4	0.00%
SC	02220	Salley VFD	150	1	0	151	0.66%

# How to check errors on NFIRS website

1. Go to <https://nfirs.fema.gov/NFIRSWeb/home> via the internet. For best performance, please use Microsoft Edge as your browser.

**NFIRS State & Local Users and Vendor Login**

*ALL fields are required. Not yet registered? Register as a State & Local User OR Register as a Vendor.*

\*NFIRS Username [Forgot Username?](#)

  
  
\*NFIRS Password [Forgot Password?](#)  
  

**FEMA PIV Card Single Sign-on**

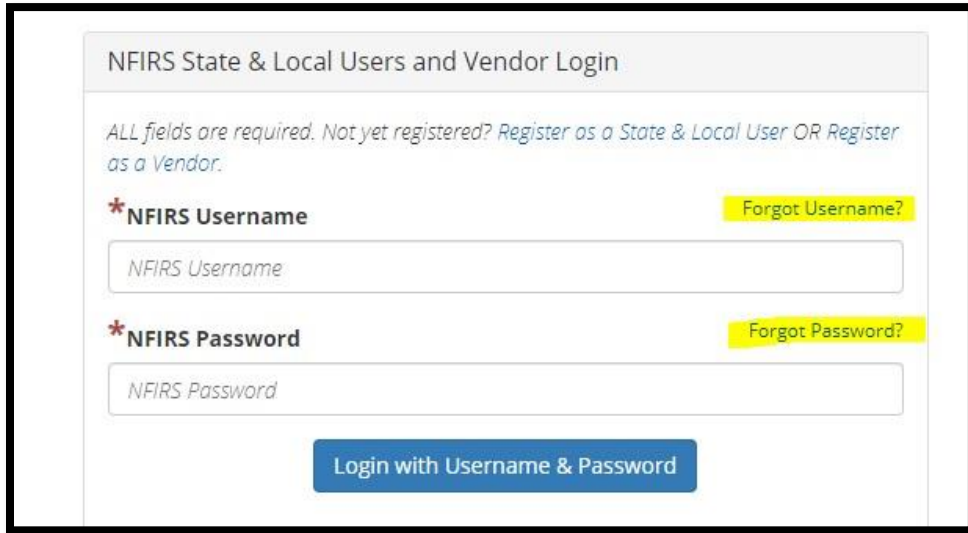
FEMA-issued PIV Card holders must employ FEMA single sign-on to access NFIRS accounts associated with enterprise IDs. If you hold a FEMA-issued PIV Card then do not fill out the section to the left. Instead, please log into the FEMA network using your card and then sign in using the button below.

Not yet registered? Register as a PIV User.

You are accessing a U.S. Government information system, which includes (1) this computer or device used to enable access to the government network; (2) this government network; (3) all computers or devices, virtual or otherwise, connected to this government network; and (4) all devices and storage media attached to this government network or to a computer or device on this government network. This information system is provided for U.S. Government-authorized use only. Unauthorized or improper use or access of this system may result in disciplinary

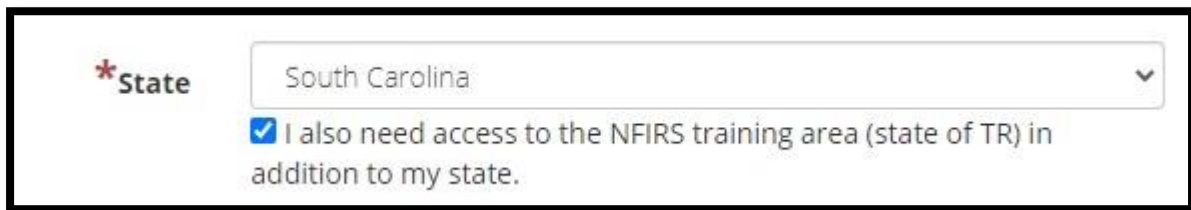
2. If you forgot your username or password, click on the appropriate link. Then, enter the email associated with the registration. If you need to change your email, please contact the State Program Manager.



The screenshot shows a login form titled "NFIRS State & Local Users and Vendor Login". At the top, it states "ALL fields are required. Not yet registered? Register as a State & Local User OR Register as a Vendor." Below this are two input fields: "\*NFIRS Username" and "\*NFIRS Password". Each field has a corresponding "Forgot Username?" or "Forgot Password?" link to its right. A blue button labeled "Login with Username & Password" is positioned below the password field.

3. If you do not have a registered email, click "Register as a State & Local User." Your username and password that you have created will be used to sign into the account after it becomes approved.

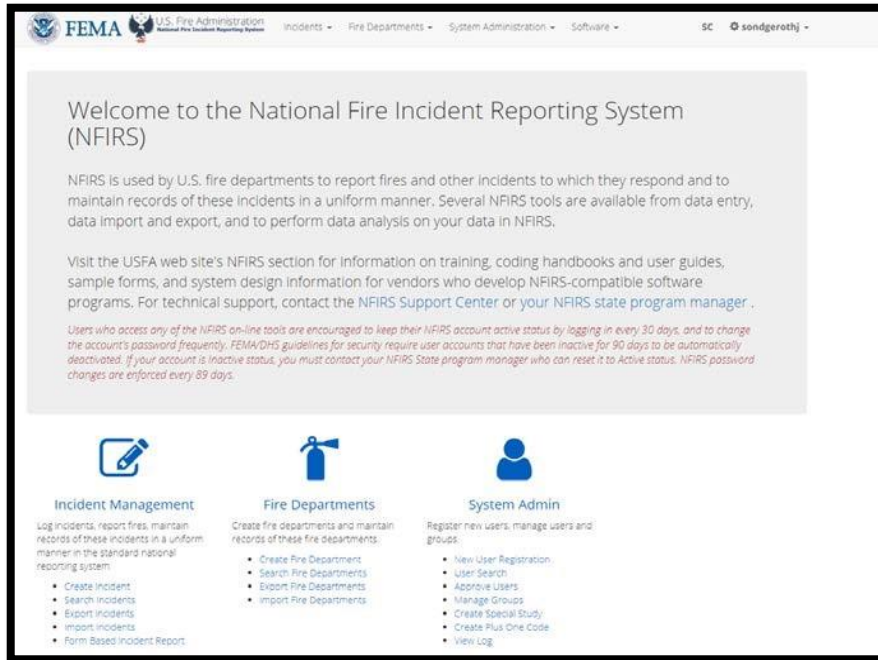
To be a part of the NFIRS training area, click the checkbox. This allows you to practice writing NFIRS reports without affecting your actual fire department data. You can change your mind if you want access later on.



The screenshot shows a registration form section. It features a dropdown menu labeled "\*State" with "South Carolina" selected. Below the dropdown is a checkbox that is checked, with the text "I also need access to the NFIRS training area (state of TR) in addition to my state."

4. If you have already registered but are unsure about your account, please email [scfirs@llr.sc.gov](mailto:scfirs@llr.sc.gov). To expedite your request, put "NFIRS Account Help" in the subject line.

- After you log on, you will be taken to this screen. You may not see all the tools shown in the picture. Click "Search Incidents" in the first column, under "Incident Management."




- Enter in your department's FDID and the year OR date range of incidents you would like to look at. Then click on "Search" at the bottom.

The screenshot shows the 'Search Incident' form. It has a title 'Search Incident' at the top. Below the title are several search criteria:
 

- \*Fire Department State:** A text input field containing 'SC'.
- \*User Group / Fire Department ID:** A text input field with placeholder text 'User Group or Fire Department ID'.
- Year:** A dropdown menu with 'Select'.
- Quarter:** A dropdown menu with 'Select'.
- Incident From Date:** A text input field with placeholder 'MM/dd/yyyy'.
- Incident To Date:** A text input field with placeholder 'MM/dd/yyyy'.
- Incident Number:** A text input field with placeholder 'Incident Number'.
- Exposure Number:** A text input field with placeholder 'Exposure #'.
- Validity:** A row of buttons: 'All', 'Valid', 'Invalid', 'No Activity', 'Valid and No Activity'.
- Incident Type From:** A text input field with placeholder 'Incident Type From'.
- Incident Type To:** A text input field with placeholder 'Incident Type To'.
- Property Use From:** A text input field with placeholder 'Property Use From'.
- Property Use To:** A text input field with placeholder 'Property Use To'.
- Incident Data Version:** A row of buttons: 'All', 'NFIRS 5.0', 'NFIRS 4.1'.
- Incident Release Status:** A row of buttons: 'All', 'Released', 'Unreleased'.

 At the bottom, there is a link 'Advanced Search Criteria' and two buttons: 'Search' and 'Clear'.

7. Scroll down to see the list of incidents. If validity is "I" there are critical errors. Click the blue incident number to open the incident



<input type="checkbox"/>	Incident Number	FDID	State	Incident Date	Exposure	Release Status	Validity
<input type="checkbox"/>	<a href="#">0000001</a>	34208	SC	07/03/2021	0	U	V
<input type="checkbox"/>	<a href="#">0000002</a>	34208	SC	07/02/2021	0	U	V
<input type="checkbox"/>	<a href="#">0000003</a>	34208	SC	07/05/2021	0	U	V
<input type="checkbox"/>	<a href="#">0000004</a>	34208	SC	07/05/2021	0	U	V
<input type="checkbox"/>	<a href="#">0000005</a>	34208	SC	07/06/2021	0	U	I
<input type="checkbox"/>	<a href="#">0000006</a>	34208	SC	07/16/2021	0	U	I
<input type="checkbox"/>	<a href="#">0000006</a>	34208	SC	11/18/2021	0	U	I
<input type="checkbox"/>	<a href="#">0000007</a>	34208	SC	07/19/2021	0	U	I
<input type="checkbox"/>	<a href="#">0000008</a>	34208	SC	01/01/2021	0	U	I
<input type="checkbox"/>	<a href="#">0000008</a>	34208	SC	08/23/2021	0	U	I

8. Inside an invalid incident, click "View Errors" on the right side to see if there are any errors. Errors will be listed at the top of the screen and highlighted red in the report. Only formatting or logical errors will show (not accuracy).



## Edit Incident

Red asterisk ( \* ) indicates a field is required.

**Data Validation Error**

- [Incident Type is required.](#)
- [Aid Given or Received is required](#)

Incident Details 19

- Key Information
- Basic Information
- Module Overview 1

Back to Details

# How to check errors via Excel after import from third party

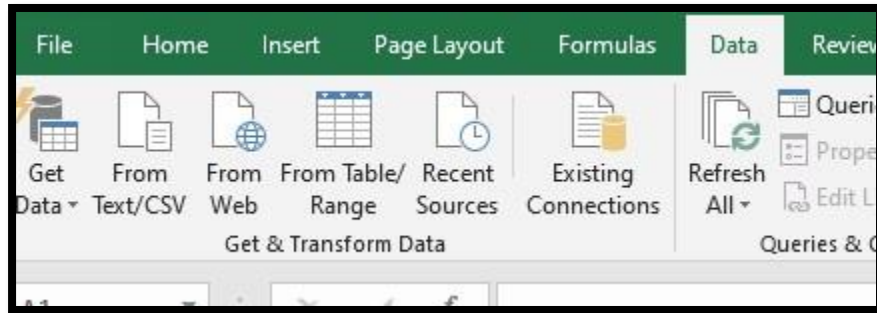
1. Once your files have been imported, you will receive an email noting it was successful.
2. The email will contain a link that you will follow to retrieve the file containing the results of your import. Click on this link and download the file.

The NFIRS Bulk Import service has completed processing your files. Please follow this link <https://cc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Flinkprotect.cudasvc.com%2Furl%3Fa%3Dhttps%253a%252f%252fnfirs.fema.gov%252fnfirsweb%252fdownloadincidentimport%253frequestid%253d50904748-f7b7-490f-kenfi%26c%3de%2c1%2cxe%26w%26v%26gag%26o%26n%26a%26s%26r%26k%26h%26y%26m%26o%26k%26g%26v%26o%26a%26o%26s%26i%26m%26i%26y%26d%26o%26g%26e%26k%26j%26i%26t%26h%26b%26i%26l%26q%26a%26f%26r%26l%26k%26b%26p%26s%26f%26o%26v%26u%26q%26x%26a%26k%26n%26r%26p%26k%26c%26h%26y%26z%26x%26m%26o%26w%26n%26j%26b%26f%26z%26s%26f%26y%26l%26z%26q%26x%26c%26t%26y%26p%26o%26d%261%26&data=05%7C02%7Ckenneth.fisk%40llr.sc.gov%7C941bb076cc374abd36e808dcd6670e1c%7C9e59d7d1b4f94b52b2256cc0f0c10835%7C0%7C0%7C638620985350197680%7CUnknown%7CTWfPbGzsb3d8eyjWjoiMC4wLjAwMDAilCjoiV2luZmZlLCjBtI6k1haWwILCXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=rhxNkg7KBB7ub5nZkVbzj3XP1j7wo80x5SbqHk0EmC8%3D&reserved=0> to retrieve the zip file containing your results.

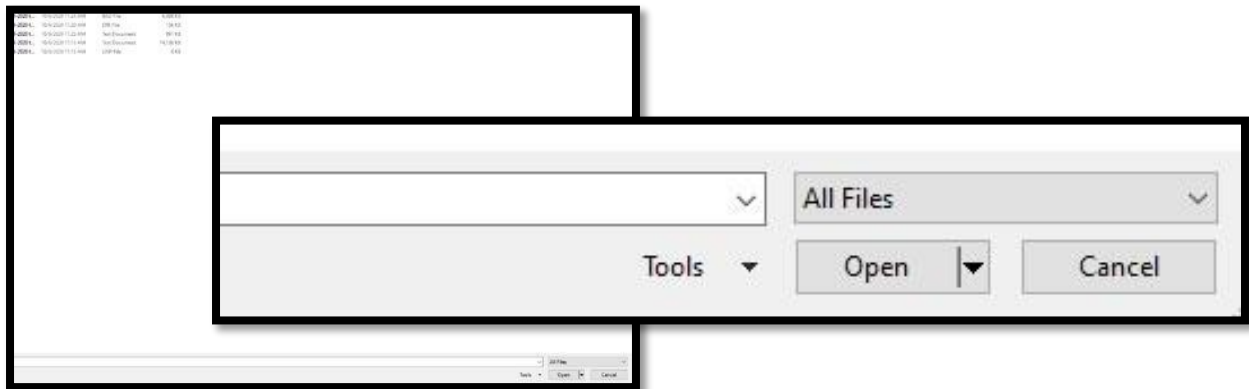
3. To check the validity of the incidents you have imported, open the “out” folder you have downloaded. You may have to “unzip” the folder.
4. You will see up to five different file types.
5. The five different file types are described below.
  - a. The largest “Text Document” file is the original incident report file you imported.
  - b. The smallest “Text Document” file is the summary of what was and was not successfully imported. It will tell you why an incident failed to import.
  - c. The “BAD” file is the raw data of everything that failed. You do not need to view this file unless your software vendor asks you to do so.
  - d. The “ERR” file contains all the “critical” and “warning” errors you need to be aware of. A report with errors does not mean it failed to import. After you make the changes to these incidents in your software, you should re-upload the incident file.
  - e. The “UNP” file is not needed.

	Date modified	Type	Size
01-2020 t...	10/6/2020 11:25 AM	Text Document	891 KB
01-2020 t...	10/6/2020 11:24 AM	BAD File	6,088 KB
01-2020 t...	10/6/2020 11:20 AM	ERR File	156 KB
01-2020 t...	10/6/2020 11:13 AM	Text Document	14,136 KB
01-2020 t...	10/6/2020 11:13 AM	UNP File	0 KB

6. Open up a new document in Microsoft Excel.
7. Click “Data” then “From Text/CSV” at the top of your screen.



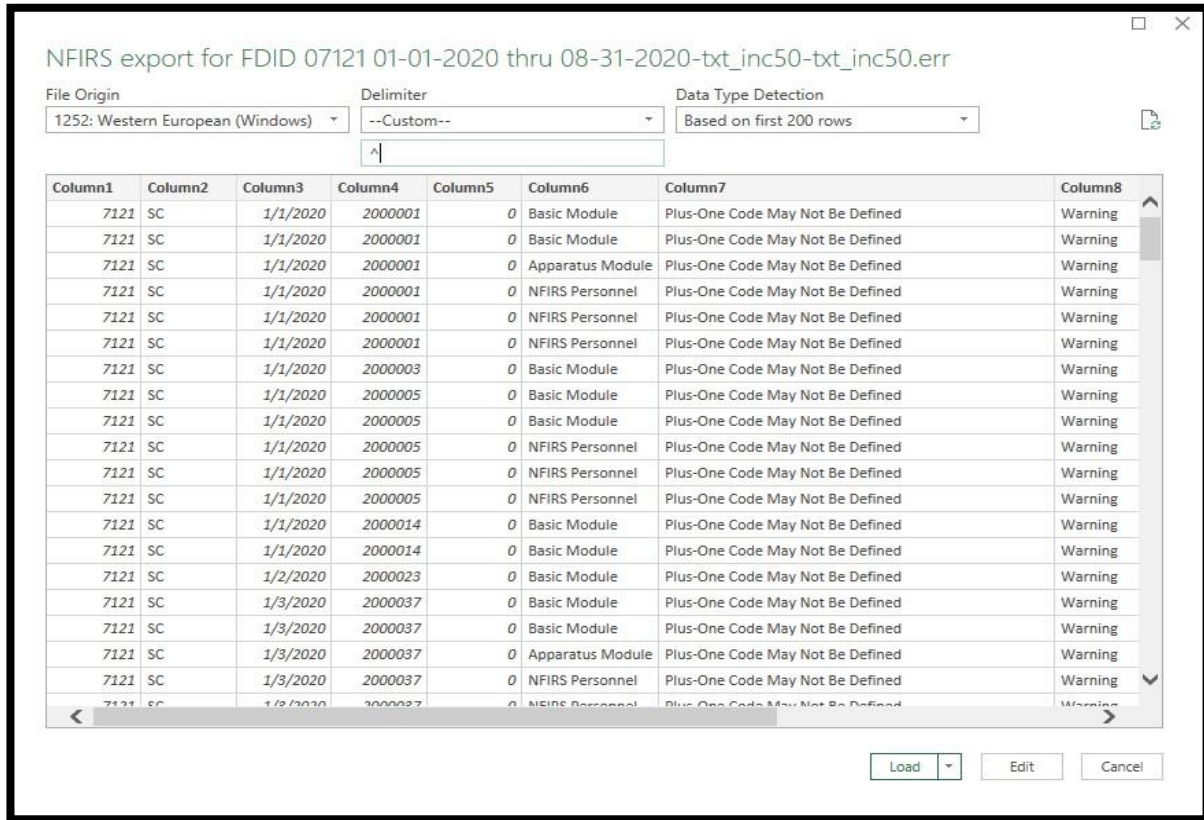
8. Navigate to your “out” folder and the contents inside. To see all the files, click “All Files” in the file type below.



9. Click the file name ending in “.err” (this is the “ERR” file mentioned above).



- After you open the file, you will be prompted to load the data. Change the delimiter to “Custom”, then enter the “^” character by pressing SHIFT and 6 at the same time. You do not need quotations around the character.



- If you are satisfied with the separation of the data, click “Load.” A table should appear.

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11	Column12
7121	SC	1/1/2020	2000001	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/1/2020	2000001	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Actions Taken		0	0
7121	SC	1/1/2020	2000001	0	Apparatus Module	Plus-One Code May Not Be Defined	Warning	Apparatus Actions Taken		0	0
7121	SC	1/1/2020	2000001	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	0
7121	SC	1/1/2020	2000001	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	1
7121	SC	1/1/2020	2000001	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	2
7121	SC	1/1/2020	2000003	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/1/2020	2000005	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/1/2020	2000005	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Actions Taken		0	0
7121	SC	1/1/2020	2000005	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	0
7121	SC	1/1/2020	2000005	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	1
7121	SC	1/1/2020	2000005	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	2
7121	SC	1/1/2020	2000014	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/1/2020	2000014	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/2/2020	2000023	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/3/2020	2000037	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/3/2020	2000037	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Actions Taken		0	0
7121	SC	1/3/2020	2000037	0	Apparatus Module	Plus-One Code May Not Be Defined	Warning	Apparatus Actions Taken		0	0
7121	SC	1/3/2020	2000037	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	0
7121	SC	1/3/2020	2000037	0	NFIRS Personnel	Plus-One Code May Not Be Defined	Warning	Personnel Actions Taken		0	1
7121	SC	1/3/2020	2000044	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/3/2020	2000047	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/3/2020	2000047	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Actions Taken		0	0
7121	SC	1/4/2020	2000062	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0
7121	SC	1/4/2020	2000064	0	Basic Module	Plus-One Code May Not Be Defined	Warning	Incident Type		0	0

- Select “Column 8” to sort your error type. You will see which errors caused the report to be invalid. Reports with “warnings” should be looked at, but are not necessarily invalid.