

How to Retrieve Incidents as a Text File From eNFIRS

1. Log into eNFIRS: <https://nfirs.fema.gov/NFIRSWeb/login>
2. Once logged in, under "Incident Management", click "Export Incidents" (Image 1)
3. Select date range. Choose to export by either year, or specific date range. Incident date range cannot exceed one (1) year. (Image 2)
4. If you want to view the incidents before exporting, click "Search". Otherwise, click "Export All"
5. After click "Export All", and pop-up will appear asking you to name the file. It is recommended to call the file by the Department initials and the year being exported (i.e. OSFM 2024)
6. The popup should disappear, and a green bar should appear under "Bulk Export Incidents" near the top of the page that say "Congratulations"
7. After this is complete, return to the main page. Return to "Export Incidents"
8. At the top of the screen, you will see "Recent Exports" tab. Click on the tab. (Image 3)
9. Under the tap, you will see Request Name (you may have to filter the Request Date/Time). Click on "Export File" link. It will download a .zip file. The text file will be in the zip file. (Image 4)

Image 1



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](#)



Image 2

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

Year Quarter

— OR — Incident From Date Incident To Date

Bulk Export Incidents

Image 3

Export Utility **Recent Exports 33**

Bulk Export Utility
 The Bulk Export Utility enables users to export data from NFIRS 5.0 National Database according to state, group or FDID to which they are assigned. Registered, Active status users must have the Bulk Export permission assigned to their NFIRS account by their State Program Manager or System Administrator. The files created in the Bulk Export process comply with the NFIRS Flat File Specification (link to design doc on USFA site). Bulk Export requests are queued for processing in a first-come-first-served manner. The user will submit a request for data, exit the Bulk Export web page area, and will be notified by email when the export is complete (Please verify that the email address in your NFIRS user profile is correct before submitting an export request.) The user may then login to the Bulk Export web page area to download the file to the PC. Since the Bulk Export Utility enables users to request a large amount of data to be exported, the user may have to download more than one file. The download performance will depend on the user's Internet connection and network traffic at the time of the download.

Image 4

Export Request Name	Request DateTime (GMT)	Incident Count	Export Files	Actions
OSFM 2024	04/22/2025 17:05:54	3	BEU_OSFM 2024.zip	Export Modified