

DUTY OFFICER INCIDENT REPORT

**U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS**

Date	Duty Officer	Location	
Caller	Location	Time	
Incident	Institution	Time	
Person(s) notified			
	Offender #1	Offender #2	Offender #3
Name			
Sentence Length			
Release Date			
Reg. Number			
Age			
Offense			
SL/Custody			
CIM Status			
Summary of the incident:			

Complete and submit form by 8:00 am the following day. Incident of major significance should be immediately reported.

Distribution: Institution/CEO; Region/Reg. Director; Central Office/Corr Svcs. Administrator

(Use additional pages if needed)