

Exhibit R: Financial Tracker

Upon initiation of the incident command system, a financial tracking log should be implemented. The financial tracker is used to record all expenses related to an incident and may be used for reporting and reimbursement.

Incident Name/Date											
Date	Payee/Payor	Description	Medical Supplies	Office Supplies	Equipment	Personnel	Food and Essentials	Mileage	PO # / Invoice # / Expense Report #	Other	Subtotal
Expense Total											

Note: It is also recommended that you create a scanned file of any expenses as a computerized record.