CLASSIFICATION

AFTER ACTION REPORT

After Action Report documents the performance of an exercise related tasks and makes recommendation for improvements.

1. Executive Summary. Brief overview of the exercise; major strengths during the exercise and areas that require improvement

2. Exercise Overview. Describes the specific details or the exercise; identifies participating organizations/units; how exercise was structured; how exercise was implemented and carried out.

3. Exercise Goals and Objectives. Briefly list the goals and objectives of the exercise.

4. Exercise Events Synopsis. Provides and overview of the scenario and that action taken by the organizations/units.

5. Analysis of Mission Outcomes. Provides an analysis of how well the participating organizations/units achieved the expected mission.

6. Analysis of Critical Task Performance. Consists of task number and description, issue number and description, references, summary, consequence, analysis, recommendation and improvement action.

7. Conclusion. Summary of all the above to include, participants demonstrated capabilities; lessons learned for improvement and major recommendations; list of what steps should be taken to further refines plans, procedures and training for this type of exercise.

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