

# National US&R Response System

## After-Action Review Feedback Form



## AFTER-ACTION REVIEW FEEDBACK FORM

The following feedback will be used to capture information about the incident and prepare an After Action Review and Improvement Process. Use this form to capture Strengths (S) as well as Areas for Improvement (I)

Strengths (S) are observations of something that was done well and that benefited the system. These are items that should be captured and institutionalized for future system benefit as a best practice.

Areas for Improvement (I) are problematic areas or specific observations of issues. This is also known as a problem statement.

You may enter as many strengths(S) or Areas for Improvement(I) as you would like, simply submit and start over. This information will be compiled, reviewed and may be included into the AAR for further consideration by the System.

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### Person Reporting

First Name

Last Name

E-Mail

Contact Number

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## Position During Deployment

Primary Position  
(Select One)

TF / IST / Agency

## Phase of Response for Consideration

Phase of Response  
(Select One)

## Functional Area in which Consideration occurred

Functional Area  
(Select One)

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## Consideration Statement

This is a one sentence summary of the specific consideration. These statements are typically either a Strength (S) or an Area for Improvement (I).

***Example: Area for Improvement (I):***

*Insufficient time allotted for overlap of work shifts caused problems with the exchange of information and continuous work time.*

Consideration  
Statement:

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# Background Discussion

The background discussion is a brief narrative that describes the problem or observation, its corresponding effects and provides relevant background information to clarify and support the consideration statement. This is the area to discuss the analysis of the issue utilizing a cause and effect tool such as the fish bone and five whys.(1-3 paragraphs maximum)

**Example: Background Discussion:**

*The establishment of shift change at 0700/1900, and coordination of support elements such as transportation, feeding, etc interfered with the proper exchange of information and operational continuity at shift change.*

Background  
Discussion:

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# Recommendation

This section must contain complete, precise and specific actions that provide the necessary steps to implement change or improve the statement of issue.  
(1-2 paragraph maximum)

**Example: Recommendation:**

*Allow the operation to dictate shift change and operational continuity. Support elements should support, not dictate the operation.*

*Command should ensure that support elements allow enough time for shift exchange and operational continuity. Command should would allow 30 minutes for operational briefing/debriefing and 30 minutes for staff members briefing/debriefing.*

Recommendation:

