Insert Incident Picture Here

 **NATIONAL URBAN SEARCH AND RESCUE RESPONSE SYSTEM**

 **[*Insert Incident Name Here*] AFTER-ACTION REVIEW AND IMPROVEMENT PLAN**

 **[Insert date here]**

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Mobilization

Transportation

This document is a guideline; sections, phases, and functional areas can be used or not used as appropriate for the entity using the AAR Template.

BoO Set-up

 Operations

Accident and Initial Injury or Illness summary

Demobilization

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**Executive Summary\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Up to 4 paragraphs with executive summary

**Strengths and Areas for Improvement Summary**

Strengths (S)

These are an abbreviated version and should coordinate with the Performance Analysis and Improvement Plan.

 S1.0

S2.0

S3.0

S4.0

S5.0

S6.0

Areas for Improvement (I)

These are an abbreviated version and should coordinate with the Performance Analysis and Improvement Plan.

I 1.0

I 2.0

I 3.0

I 4.0

I 5.0

I 6.0

**Scope of Report**

The Purpose of this After-Action Review (AAR) is to capture critical System-wide issue at the national level and provide associated recommendations to facilitate structural and procedural improvements throughout the System. To develop this AAR, members throughout the system provided feedback based on their experiences of the response. In addition, Ad Hoc members participated in an after-action conference to collectively validate critical issues and derive consensus-based recommendations.

This review does not address individual resource operational or administrative items that may have been identified by response partners. Those entities listed in Appendix D have conducted internal reviews outside the scope of this process.

**SECTION 1 - OVERVIEW OF EVENT/INCIDENT**

**Objectives**

*{Example}*

Conduct Search and Rescue/Recovery operations in support of the local Authority Having Jurisdiction. (AHJ)

Provide Incident Support Team Operations to support of FEMA US&R assigned resources.

Coordinate FEMA US&R response operations with the established Unified Command.

**Summary of Incident**

**Initial Response**

**FEMA US&R Activation**

**Mobilization**

**Transportatio**n

**BoO Set-up**

**Operations**

**Data Collection**

**Accident and Initial Injury or Illness summary**

**Demobilization**

**SECTION 2 - PERFORMANCE ANALYSIS (Per phase and functional area)**

**MOBILIZATION PHASE**

**Mobilization Phase – US&R Branch Functional Area**

 **{Defined with No Findings, Strengths, or Improvements noted}**

**Strength 1.0**

**S1**

Example structure/layout

**Strength Discussion 1.0**

**Strength Recommendation**

S1.1

S1.2

**Improvement Consideration 1.0**

**I1**

**Improvement Discussion 1.0**

**Improvement Recommendation 1.0**

I1.1.

 I1.2

**Mobilization Phase - Command Functional Area**

**No findings**

**Mobilization Phase - Operations Functional Area**

**No findings**

**Mobilization Phase – Plans Functional Area**

**No findings**

**Mobilization Phase - Logistics Functional Area**

**No findings**

**Mobilization Phase - Finance Functional Area**

**No findings**

**TRANSPORTATION PHASE**

**Transportation Phase – US&R Branch Functional Area**

**Transportation Phase – Command Functional Area**

**Transportation Phase - Operations Functional Area**

**Transportation Phase - Plans Functional Area**

**Transportation Phase - Logistics Functional Area**

**Transportation Phase – Finance Functional Area**

**BoO Set-up PHASE**

**BoO Set-up Phase – US&R Branch Functional Area**

**BoO Set-up Phase – Command Functional Area**

**BoO Set-up Phase - Operations Functional Area**

**BoO Set-up Phase - Plans Functional Area**

**BoO Set-up Phase - Logistics Functional Area**

**BoO Set-up Phase – Finance Functional Area**

**OPERATIONS (IST, Task Forces, HRD, IST Cache) PHASE**

**Operations Phase – US&R Branch Functional Area**

**Operations Phase – Command Functional Area**

**Operations Phase - Operations Functional Area**

**Operations Phase - Plans Functional Area**

**Operations Phase - Logistics Functional Area**

**Operations Phase – Finance Functional Area**

**DEMOBILIZATION PHASE**

**Demobilization Phase – US&R Branch Functional Area**

**Demobilization Phase – Command Functional Area**

**Demobilization** **Phase – Operations Functional Area**

**Demobilization Phase – Plans Functional Area**

**Demobilization Phase – Logistics Functional Area**

**Demobilization Phase – Finance Functional Area**

**Summary**

***{Insert Summary here}***

**Section 4. Disposition and follow up requirements**

**Detailed requirements can be found in the System Guidance document related to AAR/IP process.**

The final disposition and coordination action of the finished AAR/ IP requires additional actions prior to system acceptance.

Advisory Organization Coordination, Decision Making and Action Cycle – The successful implementation of system wide corrective actions and improvement plan are reliant on the coordination of the System Advisory Organization and associated process.

Assessment and tasking to appropriate areas of responsibility along with system impacts must be adjudicated. As well, budgetary and strategic factors must be prioritized and weighed within the parameters of system process and organizational goals.

Concurrence and further tasking must be accomplished within the Advisory Organization, to validate and further the specific recommendations of the AAR/IP

**Disposition and Follow Up Requirements**

IST and Task Force AAR/IP documents are to be considered “deliberative products” that will be utilized to inform and contribute to the final System AAR/IP.

Final adjudication of the AAR/IP will occur at the FEMA US&R Branch and will contain final actionable items and priorities.

Upon adjudication of the AAR/ IP must occur at the FEMA US&R Branch General Memorandums and Directives will be issued as appropriate.

Final publication followed by distribution to all System and non-system resources who participated in the process will be accomplished by appropriate means and all Sponsoring and Participating Agencies will have access via a central repository.

Consideration for inclusion of the AAR/IP in higher FEMA/DHS incident specific evaluations, reporting or fact finding, will be determined by the FEMA US&R Branch.

All AAR/IP’s shall be posted to a common site accessible by all System resources for future reference and communications. This repository will support information sharing and visibility of best practices.

**Section 5. Management Summary**

***{Insert Management Summary here}***

**Appendix A. Improvement Plan Matrix (IP)**

**Appendix B. Definitions**

***{Insert definitions here}***

**Appendix C. Event Chronology**

**Chronology of Events**

***{Insert Chronology here}***

**Appendix D. References (AAR’s , inputs, other technical reports)**

***{Insert Reference list here}***

**Appendix E. Map references**

***{Attach Appendix Map Document}***

**Appendix F. Representative photos**

***{Attach Appendix Photo Document}***

**Appendix G. Ad Hoc Members**

***{Include Appendix Ad Hoc Members}***