

EXERCISE REPORTING REQUIREMENTS

Discussion Based Exercises
Seminars – Exercise Objectives and Summary Report; Participant Sign-in Sheet
Workshop – Exercise Objectives and Summary Report; Participant Sign-in Sheet
Table Top (TTX) – Situation Manual; After Action Report (AAR) [Quick-Look AAR Acceptable]; Improvement Plan (IP); Participant Sign-in Sheet
Games – Situation Manual; After Action Report (AAR) [Quick-Look AAR Acceptable]; Improvement Plan (IP); Participant Sign-in Sheet

Operations Based Exercises
Drills – Exercise Plan (ExPlan); After Action Report (AAR) [Quick-Look AAR Acceptable]; Improvement Plan (IP); Participant Sign-in Sheet
Functional Exercise (FE) – Exercise Plan (ExPlan); After Action Report (AAR); Improvement Plan (IP); Participant Sign-in Sheet
Full Scale Exercise (FSE) – Exercise Plan (ExPlan); After Action Report (AAR); Improvement Plan (IP); Participant Sign-in Sheet

Templates of ExPlan, SITMAN, AAR, and IP are available on the HSEEP Tool Kit and the WV DMAPS www.dmaps.wv.gov and WV DHSEM www.dhsem.wv.gov websites.