

**Summary Report for Individual Task
805B-79T-3301
Conduct an After Action Review
Status: Approved**

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - The materials contained in this course have been reviewed by the course developers in coordination with the RRS, Fort Jackson foreign disclosure authority. This course is releasable to students from all requesting foreign countries without restrictions.

Condition: You are assigned as RSP Cadre and required to conduct an AAR after a training event. You have access to a suitable area , training schedule, references, required supplies, leader guidance and direction.

This task should not be trained in MOPP 4.

Standard: Conduct an AAR by identifying type of AAR, planning, preparing, conducting, and following up.

Special Condition: None

Safety Risk: Low

MOPP 4: Never

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: None

Performance Steps

1. Identify type of AAR.
 - a. Formal.
 - b. Informal.
2. Plan for the AAR.
 - a. Review the training and evaluation plan.
 - b. Identify when the AAR will occur.
 - c. Determine who will attend the AAR.
 - d. Select potential AAR site.
 - e. Choose training aids.
 - f. Review the AAR plan.
3. Prepare for the AAR.
 - a. Review training objectives, orders, METL, and doctrine (Formal).
 - b. Identify key events to be observed.
 - c. Collect observation from observers.
 - d. Review the selected AAR site.
 - e. Prepare the AAR site.
 - f. Conduct rehearsal (Formal).
4. Conduct the AAR.
 - a. Discuss what was supposed to happen, what happened, sustains, and improves.
 - b. Seek maximum participation.
 - c. Maintain focus on training objectives.
 - d. Constantly review teaching points.
 - e. Record key points.
 - f. Solicit feedback.
5. Follow up.

- a. Identify tasks requiring retraining.
- b. Forward to commander for assessment.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier a GO if all performance measures are passed (P). Score the Soldier a NO GO if any performance measure is failed (F).

Evaluation Preparation: Ensure that the Soldier being evaluated has access to all equipment and references required to successfully complete this task.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Identified type of AAR.			
a. Formal.			
b. Informal.			
2. Planned for the AAR.			
a. Reviewed the training and evaluation plan.			
b. Identified when AAR will occur.			
c. Determined who will attend AAR.			
d. Selected potential AAR site.			
e. Chose training aids.			
f. Reviewed the AAR plan.			
3. Prepared for AAR.			
a. Reviewed training objectives, orders, METL, and doctrine (Formal).			
b. Identified key events to be observed.			
c. Collected observation from observers.			
d. Reviewed the selected AAR site.			
e. Prepared the AAR site.			
f. Conducted rehearsal (Formal).			
4. Conducted AAR.			
a. Discussed what was supposed to happen, what happened, sustains, and improves.			
b. Sought maximum participation.			
c. Maintained focus on training objectives.			
d. Constantly reviewed teaching points.			
e. Recorded key points.			
f. Solicited feedback.			
5. Followed up.			
a. Identified tasks requiring retraining.			
b. Forwarded to commander for assessment.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	LG to AAR	A Leader's Guide to After Action Reviews (AAR)	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK

ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None

ICTL Data :

ICTL Title	Personnel Type	MOS Data
79T-ARNG Recruiting and Retention-SL3	Enlisted	MOS: 79T, Skill Level: SL3, ASI: V7, Duty Pos: REA, SQI: 4
STRUCTURED SELF DEVELOPMENT COURSE (SSD I) ICTL	Enlisted	MOS: 000, Skill Level: SL1