

After Action Report Template

Event		Event Date		
[Incident/Exercise Name]		[Date]		
Event Description				
[Brief description of incident/exercise]				
Strengths				
<ul style="list-style-type: none"> ▪ [Placeholder] ▪ [Placeholder] ▪ [Placeholder] 				
Areas for Improvement				
<ul style="list-style-type: none"> ▪ [Placeholder] ▪ [Placeholder] ▪ [Placeholder] 				
Improvement Plan				
Issue/Area for Improvement	Corrective Action	Responsible Party	Start Date	Completion Date