

Region 9 Army MARS Training Topics for “phone bridge” use

TRAINING TOPIC – After Action Reporting

SESSION INTENT – This lesson is intended to provide an overview of the new After Action Report.

REFERENCES – Message Forms and Reports - AM6 TTP

EXPECTED TIME TO DELIVER – 45 Minutes

CONTENT OUTLINE & KEY POINTS –

1. Summary of Operation
2. Notification
3. Skill Training and Tasks.
4. Sustains

Members should submit their After Action Report (AAR) with all available information, to the state director within 4 days after completion of an exercise or emergency operation.

The After Action Report is a mandatory part of exercise participation and earning exercise credit.

After Action reports are administrative in nature, and may be sent by email to the appropriate officer. In cases where transmission by radio is required, the GENADMIN form is utilized.

- Summary of Operation
Describe your role in the exercise, training or operation / Remarks
- Notification
How and When notified of the exercise / Remarks
- Skill Training and Tasks.
List the training received and/or AM-7 Mission Essential Tasks you exercised in this exercise, training or operation / Remarks
- Sustains:
Describe what areas of the operation, exercise, or training were valuable and should be sustained / Remarks
- Improves:
Describe what areas of the operation, exercise, or training can be improved/ Remarks
ration, exercise, or training were valuable and should be sustained.

AFTERACTION

Individual

Consolidated

Unique RI or PLA of Originator

Ser. #

MSGID/GENADMIN/

MARS STATION AAR9XX

001

Summary of Operation

QRU STATION AND ALE RELAY

Notification

REGION 9 EMAILNOTIFICATION AND DAILY BULITON FRO R01

Skill and Training

SK 9,10,11

Sustains

REAL TIME EXERCISE SITUATION

Improves

AN OP-ORDER WITH CLEARIER INFORMATION, A NET SCHEDULE THAT MATCHES THE OPERATING TIMES AS LAID OUT IN OP-ORDER

Message Manager - ver. Mar 6 2018 - This System Is For Processing Up To UNCLASSIFIED//FOUO

File Create Open Help

AKNLDG AFTERACTION COMSPOT COMTRAFICSUM COUNTY GENADMIN JADREPD MONTHLY REPORT RI RRI SPIREP WXOBS ICS-213

ACP USMTF NCS Address Config

Serial # of the Day 7

AAA9RD

AAR9XX

12 078 2225

Security Warning ZNY EEEEE

FL4 Transmission Instructions

Precedence Day Time Month Year

ROUTINE 19 2225 MAR 2018

FL5 Message Instructions (OpSigs)

AAR9XX

Update Date/Time Fields

FL10 Group Count

FL12 Classification UNCLAS

Address

DEL

AAA9RD

FL8 Information Addressee(s)

FL9 Exempt Addressee(s)

MSGID/GENADMIN/MARS STATION AAR9XX/001//
SUBJ/AFTER ACTION REPORT//
GENTEXT/REMARKS/SUMMARY/QRU STATION AND ALE RELAY
NOTIFICATION/REGION 9 EMAILNOTIFICATION AND DAILY BULLITON FRO R01
TRAINING/SK 9,10,11
SUSTAINS/REAL TIME EXERCISE SITUATION
IMPROVES/AN OP-ORDER WITH CLEARIER INFORMATION, A NET SCHEDULE THAT MATCHES
THE OPERATING TIMES AS LAID OUT IN OP-ORDER//

TO INFO XMT

PLAINDRESS
 CODRESS

Gen Text to Encode

ACP-126
 ACP-127 Supp. 1

Actions

Preview

To Pending PT

To Pending CT

To QRU

Send Now PT

Send Now CT

User Loc 1

User Loc 2

Reset ACP Fields

CONCLUDING REMARKS

The Monthly Report and well as the After Action Report are valuable to the staff organization to make us aware of the participation, level of training members have, and what we need to do to bring the level of training up to where all members are mission ready.

The After Action Report gives you ,the member, a chance to express your overall perception of the event, list your positives , and negatives, and forward to us where these events can be improved both operationally and organizationally.

Please take both of these reports seriously and we need to be able to provide the best leadership and training that Army MARS can provide you at our level. With your input we can also move this information up the chain of command and hopefully make a small difference in the future outcome of all of the training events in the furure.

TRAINING TOPIC – New Monthly Report (Participation Report)

SESSION INTENT – This lesson is intended to provide an overview of the new Monthly Report.

REFERENCES – **Message Forms and Reports - AM6 TTP**

EXPECTED TIME TO DELIVER – 30 Minutes

CONTENT OUTLINE & KEY POINTS –

1. Line 1 (Equipment) – Equipment meeting Operational Capabilities.
2. Line 2 (Skills) - Required Mission Essential Tasks.
3. Line 3 (Hours) - On-the-air HF radio hours
4. Line 4 (Award Hours) - Total hours
5. Line 5 (Training) - Identify additional training required

(U) The following elements make up an individual member's Monthly Report:

Mandatory Lines:

- The reporting station's call sign (The MARS STATION PLA in the MSGID Set).
- Line 1 (Equipment) - Does your radio station meet all Army MARS operational capabilities during the reporting period? (enter either: Yes/No)
- Line 2 (Skills) - Can you perform all required Mission Essential Tasks? (enter either: Yes/No)
- Line 3 (Hours) - On-the-air HF radio hours (enter the number of on air hours rounded up to the nearest hour)

Optional Lines:

- Line 4 (Award Hours) - Total hours (enter number of total hours, rounded up to nearest hour, optional, required only if member desires consideration for yearly hour award)
- Line 5 (Training) - Identify additional training required (enter free text remarks, required if line 2 is "No").

MONTHLY REPORT

MSGID/GENADMIN/

Unique RI or PLA of Originator

MARS STATION AAR9XX

Serial Number (opt)

001

SUBJ/MONTHLY REPORT/

FEB

2018

Line 1: (Equipment)

YES

Line 2: (Skills)

YES

Line 3: (Hours)

6

Line 4: (Award Hours, opt.)

24

Line 5 (opt. Training Needs)

I NEED SOME ADDITIONAL NCS TRAINING AND WOULD LIKE TO ALSO GET TRAINING TO BE A REPORT OFFICER

Preview

Send to ACP

Reset

Serial # of the Day 6

AAA9CAI

AAR9XX

11 070 0654

Security Warning ZNY EEEEE

FL4 Transmission Instructions

Precedence Day Time Month Year
ROUTINE 11 0654 MAR 2018

FL5 Message Instructions (OpSigs)

FL6 Message Originator

Update Date/Time Fields

FL10 Group Count

FL12 Classification UNCLAS

Address
DEL

AAA9CAI

FL8 Information Addressee(s)

FL9 Exempt Addressee(s)

MSGID/GENADMIN/MARS STATION AAR9XX/001//
SUBJ/MONTHLY REPORT APR 2018//
GENTEXT/REMARKS/1 YES
2 YES
3 6
4 24
5 I NEED SOME ADDITIONAL NCS TRAINING AND WOULD LIKE TO ALSO GET TRAINING TO
BE A REPORT OFFICER//

TO INFO XMT

PLAINDRESS
 CODRESS
Gen Text to Encode

ACP-126
 ACP-127 Supp. 1

Actions
Preview
To Pending PT
To Pending CT
To QRU
Send Now PT
Send Now CT
User Loc 1
User Loc 2
Reset ACP Fields