Name of Event:

Date of Event:

Location of Event:

**AFTER ACTION REPORT**

WRITTEN BY:

SUMMARY of EVENT

MAJOR STRENGTHS (List up to 3, be detailed)

1.

2.

3.

MAJOR WEAKNESSES (List up to 3, be detailed)

1.

2.

3.

RECOMMENDATIONS FOR IMPROVEMENTS (Be detailed. DO NOT indicate “better weather” or other items out of human control)