SMEAC BRIEFING NOTES



BRIEFING NOTES



2IC	
TIMEKEEPER	
STANDARDS	

SITUATION

The overview

MISSION

What do you have to do?

EXECUTION

- Fauipment
- Limitations and rules.
- Time limits
- Write plan on back if you need to.

ANY QUESTIONS

Ask each team member, one by one.

CHECK UNDERSTANDING

Ask each team member a questior about the brief.

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