



Jackson Hole Fire/EMS Operations Manual

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PURPOSE

An After Action Review (AAR) is a professional discussion following an event (planned or unplanned) for the purpose of analyzing what happened, why it happened and how to sustain strengths/improve from weaknesses. This follows the concept of Continuous Quality Improvement for Jackson Hole Fire/EMS.

GUIDELINE

A Formal AAR is advised for Structure Fires, Wildland Fires, Mass Casualty Incidents, events involving Technical Rescue or at the discretion of the Incident Commander and/or Fire Chief. Officers are encouraged to perform an Informal AAR following all events.

SECTION I – DEFINITIONS

Formal AAR – A written objective summary of a JHFEMS event following the format in Attachment A.

Informal AAR – Discussion at the Company level, facilitated by the Company Officer. Improvements, Training Needs and Positive Performance documented by the Company Officer and passed on to the Duty Officer/Supervisor.

Debrief – Information Sharing initiated by the Chief Officer at the event with each responding Company and agency prior to being released from the scene.

SECTION II – RULES OF ENGAGEMENT

An Informal AAR is performed as immediately after the event as possible by the personnel involved. A Formal AAR should be completed within 10 days of the incident, with final written report distributed to the membership.

A Formal AAR will be facilitated by the Chief Officer. Written summary can be delegated.

All AAR's will keep focused on the "what", not the "who". Focus is on the overall event/company effectiveness and safety.

Individual Performance Improvement is NOT a part of an Informal or Formal AAR. Individual performance will be discussed, and corrections made at an individual level.

Members will stick to the facts of what happened. No Rumors.



Jackson Hole Fire/EMS After Action Review

(Event Picture)

Incident Number and Location: _____

Type of Event (Structure Fire, Wildland Fire, MCI, Technical Rescue, Planned Event, Other)

Describe Other: _____

Incident Commander: _____

Date of Event: _____

Dispatch Information

Time of Dispatch: _____

Units Dispatched: _____

Additional Information Provided by Dispatch at Page/En Route: _____

First Fire Unit Arrival: _____

Last Fire Unit Cleared: _____

Weather (temperature, wind speed/direction, precipitation)

Initial Arrival Report

Occupancy Type: _____

Strategy (Offensive, Defensive)

Mode (Command, Fast Action, Investigation)

Location of Command Post: _____

Staging: (Level 1, Level 2)

Staging Manager: _____

Structure/Area Pictures (GIS Photos) Event Diagrams

Timeline, Operations, Benchmarks

Event Performance

How did it go? What went well? Why?

What did not go well? Why? (specific to unit or assignment, not individual)

Safety Concerns? Describe Mitigation Implemented.

Were tactical benchmarks met? If not, why?

Action Item Categories – Items Needing Attention

Procedures _____ Dispatch/Response _____ Apparatus _____ Training _____
Equipment _____ General Operations _____ Command _____ Protective Equipment _____

(See next Page for Action Items)