

# **OPERATIONS BRIEFING AGENDA**

1. PSC opens briefing, covers ground rules and agenda, and introduces the Command & General Staff.
2. Command provides opening comments and Operational Period emphasis.
3. SITL conducts Situation Briefing.
4. PSC reviews priorities and objectives, relevant Command decisions, Command Information Reporting thresholds, and changes to the IAP (e.g., pen and ink changes).
5. OSC conducts roll call of Operations Section supervisory personnel and discusses current response actions and accomplishments.
6. OSC briefs supervisory personnel on their assignments, addresses questions, offers clarification, and describes reporting relationships and requirements. This may incorporate briefings from the DOSC, EUL, THSPs, and others with relevant operational instructions.
7. PSC covers resource status change procedures and situation information reporting processes.
8. LSC covers transportation, communications, medical, supply, and any other logistical support to Operations.
9. FSC covers fiscal, time, and administrative issues.
10. PIO covers public affairs and public information issues.
11. LOFR covers interagency issues.
12. SOFR provides a safety briefing.
13. Command provides closing comments.
14. PSC solicits final comments and adjourns briefing.