

Evaluation

As evaluated practice activities, exercises provide a process for continuous improvement. Evaluation is the cornerstone of exercises; it documents strengths and opportunities for improvement in a jurisdiction's preparedness and is the first step in the improvement process. To meet the intent of both Congress and the first step in the improvement in a jurisdiction's preparedness and is the first step in the improvement process.

The evaluation process for all exercises includes a formal exercise evaluation, integrated analysis, and an AAR/IP that should begin with exercise planning and end when improvements have been implemented and validated through subsequent exercises.

Debrief/Hot Wash

A debrief (for facilitators or controllers/evaluators) and/or hot wash (for players) should occur following both discussion and operations based exercises.

The debrief is a forum for planners, facilitators, controllers, and evaluators to review and provide feedback on the exercise. It should be a facilitated discussion that allows each person an opportunity to provide an overview of the functional area they observed and document both strengths and areas for improvement. The debrief should be facilitated by the Lead Exercise Planner or the Exercise Director; results should be captured for inclusion in the AAR.

A hot wash occurs immediately following an operations based exercise and allows players/responders the opportunity to provide immediate feedback. It enables controllers and evaluators to capture events while they remain fresh in players' minds and to ascertain players' level of satisfaction with the exercise and determine any issues or concerns and proposed improvement items.

The debrief and/or hot wash provides an ideal time for facilitators, controllers, evaluators, and players to complete and submit their completed Exercise Evaluation Guidelines and feedback forms. Information from these forms should be included in the AAR/IP.