

MISSISSIPPI STATE GUARD AFTER ACTION REPORT

1. FROM: (Unit/Section)	2. TO: (Unit/Section)
3. THRU: (Unit/Section/CMDR)	4. DATE OF REPORT: (YYYYMMDD)
5. PERIOD COVERED: (YYYYMMDD to YYYYMMDD)	6. LOCATION:
7. TITLE:	
8. REASON AND AUTHORITY FOR OPERATION:	
9. COMMANDER'S PREFACE	
<div>_____</div> <div>Commanding</div>	
10. EXECUTIVE SUMMARY: (A brief summarization of the operation)	

11. DETAILED DISCUSSION: (A detailed discussion of events, problems, lessons learned, and recommendations)

12. APPENDIXES: (As appropriate)

13. NAME AND GRADE OF PREPARER:

14. SIGNATURE OF PREPARER:

15. DISTRIBUTION

INSTRUCTION FOR USE OF MSSG Form 3-07-0007-00A, SEP 2017

REFERENCE: FM 6-0 Commander and Staff Organization and Operations, 5 MAY 2014

Block 1 – Fill in the unit and section submitting the AAR

Block 2 – Fill in the higher HQ unit and section to which the AAR will be submitted (ex. 1BDE/S-3 or MSSG/G-3)

Block 3 – Fill in the intermediate HQ and section the AAR will be routed through. For example, a Company level AAR will be submitted through its Battalion/S-3 for routing to its Brigade HQ S-3. At the Battalion level, the AAR will be routed through the Brigade S-3 for transmission to the MSSG G-3 office

Block 4 – Enter the Date the report was filled out in YYYYMMDD format

Block 5 – Enter the dates of the period the AAR Covers (from / to) in YYYYMMDD format

Block 6 – Enter the location where the report was prepared. For Example: CSJFTC; Camp McCain; Walnut Grove

Block 7 – Enter a short, descriptive title for the AAR. Example: 310th MP BN Monthly Drill AAR

Block 8 – Enter the reason and authority authorizing the event. Examples for the reasons are: FTX, AT, letters of request, etc. Examples of authority to perform the event are: Authorized by higher HQs - written or verbal authorization. If the authorization is written, attach a copy to this AAR as an appendix)

Block 9 – Commander's Preface. Brief, command level description of the purpose and intent. MUST be filled in and signed by the commander for the AAR to be valid; otherwise the AAR will be rejected

Block 10 – Executive Summary. Brief summary and chronology of significant events including (use a continuation sheet if necessary):

- a. Briefly summarize operations for all phases; include key dates for each phase starting with pre-deployment, transitioning through deployment, and ending with redeployment.
- b. Summarize task organization.
- c. Summarize key lessons learned (include level where lessons learned occurred).
- d. Summarize recommendations with timeline for correction to occur (makes it a historical document as leaders change units or missions).

Block 11 – A detailed discussion of the event, problems, lessons learned, and recommendations (Refer to FM 6-0, Chapter 16 for additional guidance). Keep the information arranged in a logical order (chronologically, by staff function, or phases of the operation). A detailed task organization should be included and can be an appendix to the report. Items to discuss WRT the task organization are:

- a. Include organizational diagrams, including attached units, elements, and named task forces, including enablers and clearance authorities.
- b. Highlight any significant task organizational challenges (command and support relationships) and how they were mitigated.
- c. Effective dates of task organization to include all attached, operationally controlled units and individuals.

For all operational deployments, the discussion should also cover the following: Pre-deployment phase with dates; Deployment and reception, staging, onward movement, and integration (RSOI) with dates; Relief in place or transfer of authority with dates (if applicable); Operations phase with dates; Redeployment activities with dates; Post-deployment activities. Refer to FM 6-0, Table 16-1, for specific details to include with these topics.

Block 12 – Include a list of appendixes. If there are no appendixes, state NONE. The listing can be attached to the AAR form and should include, as appropriate:

- a. List of each major event with dates.
- b. Applicable maps.
- c. Photographs.
- d. Copies of key OPORDs and FRAGOs.
- e. Particularly useful TTP or unit products developed.
- f. Pre-deployment site survey information.
- g. Rear detachment operations.
- h. Unit daily journals.

Blocks 13 and 14 – Typed/printed name and grade of individual preparing the report and signature

Block 15 – Distribution listing. Example would be: HQ, 310th MP BN; S-3, 3rd BDE; G-3 Operations, MSSG. If the AAR is to be distributed to all units, state ALL

For any items that cannot be addressed in the space provided, use a bank page as a continuation sheet. Continuation sheet should be labelled with the title of the AAR, date, and unit preparing and page #x of #y information.

Page numbers – upon completion of the AAR form, to include any and all continuation sheets, enter the total number of pages in the blanks at the bottom of the pages.

Upon completion of all form pages, continuation sheets and appendixes, attach and submit to the higher HQ operations office.