# **AAR Summary Report Template**

The responses included in *italics* below are sample text only. Please replace with your own responses.

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| **After Action Review Learning Report** |
| NIMS Number: |
| Date of meeting: |

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| Background to AAR |
| *Provide a brief summary of the issue to which the AAR relates i.e. key chronological points here* |

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| Key Learning Points Identified |
| *Provide a brief summary of the learning points - these can be both items that worked well and those which could be improved. It is important to acknowledge both* |

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| **Actions Agreed** |
| *The actions agreed should be linked to the learning points identified above*  *1. Set out the actions agreed here*  *2. etc* |