

5-Step Briefing Format

1. Current situation (this updates everyone's situational awareness)

- Critical life safety information; ex: fire is making a run, LCES is compromised.
- The overall strategy and tactics are made known.
- Other; Supervisor, trigger points / disengagement procedures.

NOTE: All crew members must communicate hazards they observe.

2. The assignment

- The assignment is described along with the intent (task, purpose, end-state).
- Specific task or tasks to complete the assignment are discussed.
- Hazards associated with the assignment are identified.
- Contingency plan/s.

3. How to make the assignment safe

- Recognition of the hazards by all crewmembers.
- Risk management; Should we be here? Can it be made safe?
- Ways to mitigate the hazards. i.e. LCES, Downhill line guidelines.
- Medevac plan.

4. How to support the assignment

- Safety support.
- Logistical support.
- Tools you need to accomplish the tactic/task.

5. Questions / concerns?

- Question: Does everyone know what we're doing and why?
- Concerns: What are we overlooking?

NOTE: This list is not all-inclusive.

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