Appendix A: Exercise Schedule

| **Time** | **Personnel** | **Activity** | **Location** |
| --- | --- | --- | --- |
| **[Date]** |
| [Time] | Controllers and Evaluators | Controller and Evaluator Briefing | [Location] |
| As needed | Controllers and Support Staff | Set up control cell and perform walkthrough | [Location] |
| **[Date]** |
| [Time] | Controllers, Evaluators and Support Staff | Check-in for final instructions and communications check | [Location] |
| [Time] | Media | Media Briefing | [Location] |
| [Time] | VIPs and selected Controller(s) and Evaluators | VIP Controller Briefing | [Location] |
| [Time] | Controllers and Evaluators | Controllers and Evaluators in starting positions | [Location] |
| [Time] | All | Controllers provide Player briefs | [Location] |
| [Time] | All | Exercise starts | [Location] |
| **[Date] [delete as appropriate]** |
| [Time] | All | Exercise ends | [Location] |
| Immediately Following the Exercise | All | Venue Hot Washes/turn in all Participant Feedback Forms | [Location] |
| **[Date]** |
| [Time] | Controllers, Evaluators, and invited participants  | Controller and Evaluator After Action Meeting | [Location] |

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