

Post	ICS-213 Opening status			Check-In	ICS-213 Interim status update			EOC213RR			RACES MAR			Check-Out	ICS-309 PDFs in email				
	Role	XSCVEVENT	XND@XSC		HO	To ICS POS:	Content	HO	To ICS POS:	Content	HO	To ICS POS:	Content		HD	To ICS POS:	Content	Packet	Voice
Golden	P/A/M	None Required	11/DD HH:MM	ID#	R	Operations Xanadu EOC	Y	R	Planning Xanadu EOC	Y	P	Planning Section XNDEOC	Y	R	RACES Chief Radio Officer	Y	ID#	Y	None Required
16	P	Instructor																	
17	M	Tester	-missing	100M	R	Operations -ICSFrom	Y -ref	R	Planning	Y - fax	P	Planning Section	Y -XDHM	R	RACES CRO	Y -exercise	115M	Y +signed	
18	P	Tester		207P [3]	R	Operations	Y	R	Planning	Y	P	XNDEOC	Y	R	RACES CRO	Y	207P	Y	
19	M		11/17/22 16:40	300M	R	Operations	Y	R	Planning	Y	P	Planning Section	Y	R	RACES CRO	Y	319M	Y +signed	
20	M		-missing	020M [4]	R	Operations -ICSFrom	Y -exercise -ref	R	Planning	Y	P	Planning Section	Y	R	RACES CRO	Y	031M [4]	Y +signed	
21	P		11/19/22 18:01	715P	R	Operations -ICSTo	Y	R	Planning	Y -ref	P	Planning	Y -exercise	R	RACES CRO	Y	728P	Y	
22	M		11/22/22 17:57	312M	R	Operations	Y	R	Planning	Y	P	Planning	Y -exercise	R	RACES CRO	Y	978P	Y +signed	
23	P		11/20/22 14:08	303P	R	Operations	Y	R	Planning	Y -exercise	P -subject	Planning Section	Y -exercise						
24	M		11/23/22 10:46	800M	R	Operations	Y	R	Planning	Y	P	Planning Section	Y	R	RACES CRO	Y	806M	Y +signed	
25	P		-missing	3022P	R	Operations	Y -ref	R	Planning	Y - fax	P	Planning Section	Y	R	RACES CRO	Y -exercise	3040P	Y	
26	M		11/16/22 20:08	7105M	R	Operations	Y -ref	R	Planning	Y - fax	P	Planning Section	Y	R	RACES CRO	Y	7113M	Y +signed	
27	M		11/16/22 14:20	113M [5]	R	Operations	Y -ref	R	Planning	Y -XDHM	P	Planning Section	Y	R	RACES CRO	Y -exercise	113M	Y	
28	M		11/18/22 12:17	2802P [7]	R	Operations	Y	R	Planning	Y	P	Planning Section	Y -fax [8]	R	RACES CRO	Y	2813M	Y +signed	
29	P		-missing	134P [6]	R	Operations -ICSTO/From [11]	Y -exercise -ref	R	Planning -ICSFrom	Y	P	Planning Section	Y -exercise -fax [9]	R	RACES CRO	Y	157P	Y	
30	P		11/16/22 10:15	103P	R	Operations	Y	R [10]	Planning -ICSFrom	Y	P	Planning Section	Y	R	RACES CRO	Y	117P	Y	
31	P		11/21/22 17:30	300M [2]	R [2]	Operations	Y	R	Planning	Y -XDHM	P	Planning Section	Y -exercise	R	RACES CRO	Y	312M	Y +signed	
32	M		11/16/22 10:12	3340P [2][4]	R [2]	Operations	Y	R	Planning	Y	P	Planning Section	Y -fax [8]	R	RACES CRO	Y	3351P [4]	Y +signed	
33	P		11/21/22 08:20	3820P	R	Operations	Y	R	Planning	Y	P	Planning Section	Y	R	RACES CRO	Y -fax	3833P	Y	
34	P		11/17/22 16:02	3402P	R	Operations	Y	R	Planning	Y	P	Planning Section	Y -fax [9]	R	RACES CRO	Y	3413P	Y	
35	M		11/20/22 10:00 -subject	7201M	R	Operations	Y -ref	R	Planning -ICSFrom	Y	P	Planning Section	Y	R	RACES CRO	Y	7213M	Y +signed	
36	M		11/20/22 15:36	1274P	R	Operations	Y -ref	R	Planning	Y -fax	P	Planning Section	Y	R	RACES CRO	Y	1287P	Y	
37																			
38																			
39																			

Key	Description
-ascii	ICS309 delivered as ascii text file, not PDF as instructed when using Outpost
-brackets	Brackets ("<" and ">") and text included in message
-creative	extra content not included in original message
-csvcommas	some or all commas missing from csv content
-#cells	all #'s to be replaced were in individual cells, something happened
-XDHM	Didn't replace XX (tactical, DD (day), HH (hour), and/or MM (minute) with current time
-delivered	ICS309 not showing other messages exchanged after check-out delivered
-exercise	Message did not contain "***** this is exercise traffic *****" in the content, or equivalent
-fax	Form content spelling error in non-critical information or gratuitous typo fix
-Field01	Field 01: incident name not as on handed form
-fields	Missing field content, e.g. "prepared by" with real name, not tactical
-ICSFrom	IC From position information is incorrect or could be more correct
-ICSTO	IC To Location wasn't Xanadu EOC or position could be more correct
-ICSTO/From	Information appears switched between TO and FROM
-ref	Reference information missing or not quite correct
-power	Missing request power and operational duration time on battery
-refnum	Reference message number should be XND-741P or similar ref to XND@XSC notice subject
-qty	Resourc request quantity, match scenario?
-subject	Incorrect subject, differs from instructions or msg ID issues
-task#	ICS-309 Task number field should just be the simulated exercise activation number
-taskN	ICS-309 Task Name not as instructed, may be cut-and-paste problem
-type2	Shelter Type should be "Type 2"
-XND	Message prefix not XND tactical format, e.g. XND010, XND050, etc.
-source	Note to Mark: need to specify better formats for ics309 data.
+latlong	Provided correct lat/long
+ref	Message resent (with "R") to add "reference" and with original msg ID
+sig	Bonus! Signed the ICS-309
+special	Good use of special field to include ICS213 content

Description
0 For 3rd party messages, scorecard is based on first message received, unless corrected with a proper resend
1 Missing message number, handling order, and HH:MM wasn't replaced
2 Missing X## prefix on message number
3 Sent before Check-in, instructions "after your check-in is confirmed please send...."
4 Incorrect Tactical Name. At minimum should be "Post XX"
5 Resend was better, still had wrong location in message txt
6 FCC call sign used for FROM, even though Outpost configured for tactical - issue raised to JimO
7 Should be suffix "M" not "P" for manual operation
8 Left out all "Approved by" information
9 Left out all "Special Instructions" information
10 Proper Resend with "R" suffix to fix missing information in the original message, first message didn't have the Fax issue
11 Sent two messages with same subject, second one as an addendum. Suggest doing a "resend" with the second message being complete.

Good
Nits / Discussion
EOC processing problems