.14 AFTER ACTION REPORT AND CORRECTIVE MEASURES

A. Upon conclusion of all activities related to a loss of facilities and/or interruption of police services:

1. The Incident Commander will, if necessary, request a post-incident investigation by the appropriate investigative follow-up unit;

2. All commanders prepare an after-action report which is submitted to the Incident Commander within ten (10) calendar days. The after-action report contains a complete and detailed account of the operation of subordinate units under their command during the occurrence;

3. The Incident Commander prepares a final report detailing the Department's response to a loss of facilities and/or interruption of police services. This report is submitted, along with a copy of the Incident Action Plan, to the Office of the Chief within thirty (30) calendar days; and

4. The Manager of the Accounting and Personnel Office prepares an operational cost report which is submitted to the Office of the Chief.

B. After-action critiques and implementation of corrective measures are done at the direction of the Chief of Police or the Incident Commander.