PLAN – Six Steps of Mission Planning

1. Determine the Mission Objective
   A. Clear
   B. Measurable
   C. Achievable
   D. Supports the Future Picture

2. Identify the Threats
   A. Internal and External
   B. Controllable or Uncontrollable

3. Identify Your Available and Required Resources
   A. Resources to achieve the Mission Objective
   B. Mitigate or eliminate controllable threats
   C. Consider resources in the following categories:
      training, leadership, people, clients and customers,
      fiscal resources, systems, and technologies

4. Evaluate Lessons Learned

5. Develop a Course of Action
   A. Brainstorm in separate planning teams
   B. Integrate the plans
   C. Create final Course of Action with “Who does what,
      when, and to what metric or result”
   D. Red Team
   E. Incorporate Red Team comments into a final plan

6. Plan for Contingencies
   Trigger Action Matrix
BRIEF
B.R.I.E.F.
- Big Picture - Brief the Scenario
- Review the Mission Objectives
- Identify the Threats and Resources
- Execution - Course of Action
- Flexibility - Contingencies

EXECUTE
- 1. Checklists
- 2. Crosschecks
- 3. Mutual Support
- 4. Task Shedding
- 5. Standards

DEBRIEF – S.T.E.A.L.T.H.
- Set the Time – Specific time and place set during mission planning
- Tone – Nameless and Rankless
- Execution vs. Objectives – Was the mission objective met in accordance with the Course of Action?
- Analyze Execution – What were the causes and the root causes of failure and successes (refer to Root Cause Analysis Matrix below)?
- Lessons Learned – Develop actionable lessons learned
- Transfer Lessons Learned – Transfer lessons learned to your Team or Organization
- High Note – Positive summation of the mission

Root Cause Analysis Matrix

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<th>Six Fundamentals</th>
<th>Mission Planning</th>
<th>Task Saturation</th>
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<td>Mission Objective</td>
<td>Checklists</td>
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<td>Organization</td>
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<td>Discipline</td>
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