## State Situation Report

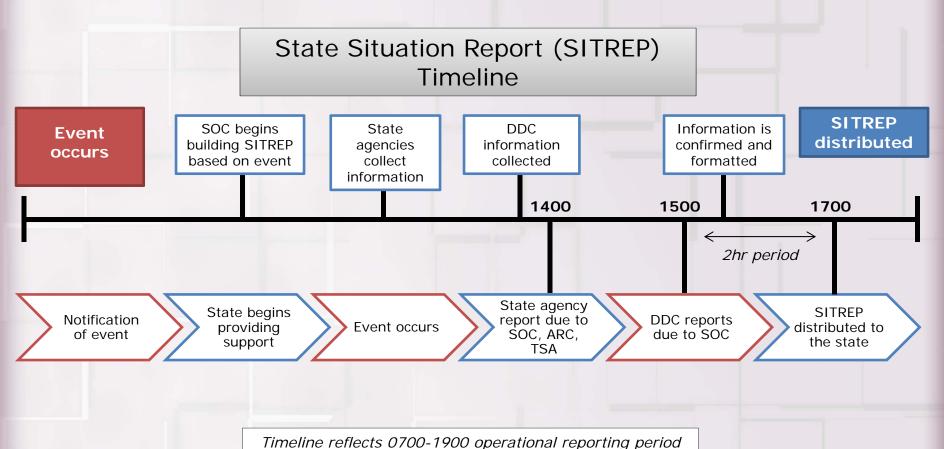
January 2015







### **Current SITREP Process**



May be repeated 1900-0700

# SITREP Publication Process as of 12/13



1. At the city and county level, DDCs and state agencies collect information from their representatives from the field.

2. DDCs and state agencies compile information and submit their reports to the SOC, usually as a WORD document.

3. SOC Daily
Operations or the
Plans Section
Situation Unit (if
activated) reviews
and confirms all the
DDC/state agency
reports, then
converts them into a
standardized SITREP
format.

4. The SITREP is published according to schedule and distributed to the SOC.

#### **Limitations of the Current SITREP Process:**

- **1. TIME:** Limited time to collect, review and compile the twice-daily SITREPs **SOLUTION:** One state SITREP distributed at 1200 each day
- 2. FORMAT: Prior to publication, documents are not simplified or standardized

  SOLUTION: Develop a standardized SITREP format that can then more easily become the State Report
- 3. **VERIFICATION**: Often the only reviewer of the initial DDC/State Agency reports is someone in a busy SOC or DDC **SOLUTION**: Schedule SMT early activation and train Situation Unit staff to manage reports
- **4. SHIFT:** Person in Situation Unit may be unfamiliar with SITREP format or process **SOLUTION:** Being familiar with the process, Daily Operations compiles the information for the SITREP

## **Current SITREP Timeline**

Timeline reflects 24-hour operational reporting period

