

Unite After Action Report (AAR)

Kadena AB 2024

****Due to C3 within 3 business days after event****

- Timeline is extremely important for events at the end of a month.
- AAR must be completed for base to get reimbursed.

Squadron/Flight/Unit/Shop:



Event POC:

Event Date:

POC email:

Event Location:

Event Start Time:
(include travel time)

Event End Time:
(include travel time)

Anticipated Participation Total:

Actual Total:

How many unit members?:

How many dependents?:

HOW DID YOU ADVERTISE YOUR EVENT IN YOUR SQUADRON/FLIGHT/UNIT/SHOP?

WHAT LESSONS WERE LEARNED? WHAT RECOMMENDATIONS DO YOU HAVE FOR THE FUTURE?

Was your event easy to run? YES NO

Would you participant in this event again? YES NO If NO, why not?

EVENT POC, PLEASE PROVIDE FEEBACK ON THE EVENT AND UNITE PROGRAM IN GENERAL:

PERSONNEL FEEDBACK ON THE EVENT:

If there was a difference between anticipated and actual participation, list why and how many were affected by mission, personal conflicts, elected not to, etc.?

Unite or Event POC signature:

Have more to say?

Please send an ICE comment

<https://ice.disa.mil/> -> Kadena -> Unite Program

C3 signature: