

Team Sergeants Responsibilities

The team sergeants are responsible for completing each step of the Shooting Analysis. Responsibilities include but are not limited to:

- **Attend the initial CIRP.**
- **Conduct fieldwork and obtain all necessary documents and information.**
- **Place electronic copies of all documents obtained in the SAC shared folder.**
- **Create a Shooting Analysis binder to ensure essential information is available for each SAC presentation and the CIRP. (See Attachment 10)**
- **Review all documentation to assess the incident from a tactical, training, and risk management perspective.**
- **Prepare PowerPoint presentations summarizing the incidents in chronological order utilizing the PowerPoint template. (See Attachment 11)**
- **Retain draft reports and draft PowerPoint presentations in the AAB shared files.**
- **Present Shooting Analyses to SAC members.**
- **Revise presentations with any new information gathered from SAC findings.**
- **Submit draft reports and printed PowerPoint presentations to the AAB Shooting Analysis Professional Staff member for initial review.**
- **Forward Shooting Analyses to team lieutenant for secondary review. (See Attachment 12)**
- **Present Shooting Analyses to CIRP.**
- **Provide the final report to the AAB Unit Commander for final review**

and approval.
