CREW BRIEF

1. **Planning/Event (1-5)**
   a. **Define Mission**
   b. **Complexity**
   c. **Flight plan**
   d. **Emergency/Emergency Egress**
2. **Asset**
   a. **Crew (1-5)**
      i. **I'M SAFE**
      ii. **Last flight/hoist?**
   b. **Aircraft (1-5)**
      i. **Fuel load**
      ii. **Maintenance Checks**
      iii. **Special/survival equipment (NVG's, pumps, SLDMB, etc)**
3. **Communications (1-5)**
   a. **Radio guard**
   b. **Crew duties**
   c. **CRM (wave-off authority, sterile cockpit, two challenge rule, set limits, etc.)**
4. **Environment (1-5)**
   a. **Weather (take off, enroute, destination)**
   b. **Time of day**
   c. **Sunrise/set / Moon rise/set/%illum**
   d. **Water temps (RS ops/ADC/escort requirements)**

Control options

1. **Spread out – additional assets/cover**
2. **Transfer – is there a different/ better asset**
3. **Avoid – Circumvent hazard (wait for daylight or improvement in weather)**
4. **Accept – Assume the risk if the gain outweighs the risk**
5. **Reduce – Reduce or limit risk (fresh crew, more precomms)**

Risk vs Gain

Low gain: Situations with intangible benefits or a low probability for providing concrete results. Examples include non-operational passenger transport, non-critical logistics missions, PAO demonstrations.
Medium gain: Situations that provide immediate, tangible benefits. Examples include saving property, protecting the environment, deterring illegal operations.
High gain: Situations that provide immediate tangible benefits that if ignored could result in loss of life. Examples include SAR, MEDEVAC's, anti-terrorism, National Defense, Training, Operational transport (POTUS, NEST).

	High Gain	Medium Gain	Low Gain
Low Risk	Accept the mission. Continue to monitor risk factors, if conditions or mission changes.	Accept the mission. Continue to monitor risk factors, if conditions or mission changes.	Accept the mission. Continue to monitor risk factors, if conditions or mission changes.
Medium Risk	For unscheduled launches; SDO notify OPS Officer of launch. Accept the mission. Continue to monitor risks associated with mission changes.	For unscheduled launches; SDO notify OPS Officer of launch. Accept the mission. Continue to monitor risks associated with mission changes.	Contact OPS Officer for permission to proceed. If unable to contact OPS, contact CO for permission. If neither CO nor OPS is available refer to SDO/A-OPS.
High Risk	Contact OPS Officer for permission to proceed. If unable to contact OPS, contact CO for permission. If neither CO or OPS available refer to SDO/A-OPS.	Contact OPS Officer for permission to proceed/continue with mission. OPS must discuss with CO and gain CO approval prior to aircraft proceeding on mission. Actively pursue control options to reduce risk.	Do not accept mission. Wait until risk factors change. Contact OPS Officer to discuss details of the mission.

Aircrew Debriefing Guide

1. **Self Assessment**
   (Each Crewmember, External Players)
2. **Mission Analysis**
   (Were mission goals met? No; Why?)
3. **CRM Assessment (Situational Awareness, Communications, Assertiveness, Risk Assessment, Leadership & Decision Making)**
4. **ORM Evaluations**
   (Hazards & Risk Mitigation Effectiveness)
5. **Areas of Improvement**
6. **Aircraft: Maintenance Write-ups/Concerns**