

# The *SOAR* SITREP

## Level 3

*-Use to keep an authority figure and team members updated and advised on the details of a specific job-*

**LINE 1** — DATE & TIME \_\_\_\_\_

**LINE 2** — YOUR NAME \_\_\_\_\_

**LINE 3** — THE JOB \_\_\_\_\_

**LINE 4** — LOCATION OF YOUR JOB \_\_\_\_\_

**LINE 5** — THE PLAN \_\_\_\_\_  
\_\_\_\_\_

**LINE 6** — THE TOOLS THAT YOU NEED \_\_\_\_\_

**LINE 7** — HOW LONG DID IT TAKE? \_\_\_\_\_

**LINE 8** — WHAT WENT WRONG? \_\_\_\_\_

**LINE 9** — HOW DID YOU FIX IT? \_\_\_\_\_

**LINE 10** — HOW CAN YOU DO BETTER NEXT TIME? \_\_\_\_\_  
\_\_\_\_\_

**LINE 11** — WHO ASSISTED YOU? \_\_\_\_\_

**LINE 12** — WERE THEY HELPFUL? HOW? \_\_\_\_\_  
\_\_\_\_\_

**LINE 13** — HOW CAN YOU GET THIS JOB DONE FASTER? \_\_\_\_\_  
\_\_\_\_\_

*Cadet Signature:* \_\_\_\_\_

*Parent Signature:* \_\_\_\_\_