



Australian Government

Australian Maritime Safety Authority

Debriefings

Marine Pollution Response
Facilitated Discussion Activity

27th October 2022

Online Professional Development Series

1100hrs – 1300hrs

Facilitated by Donovan Croucamp &
Jason Males

Welcome and Opening



Australian Government

Australian Maritime Safety Authority



Aim & Objectives

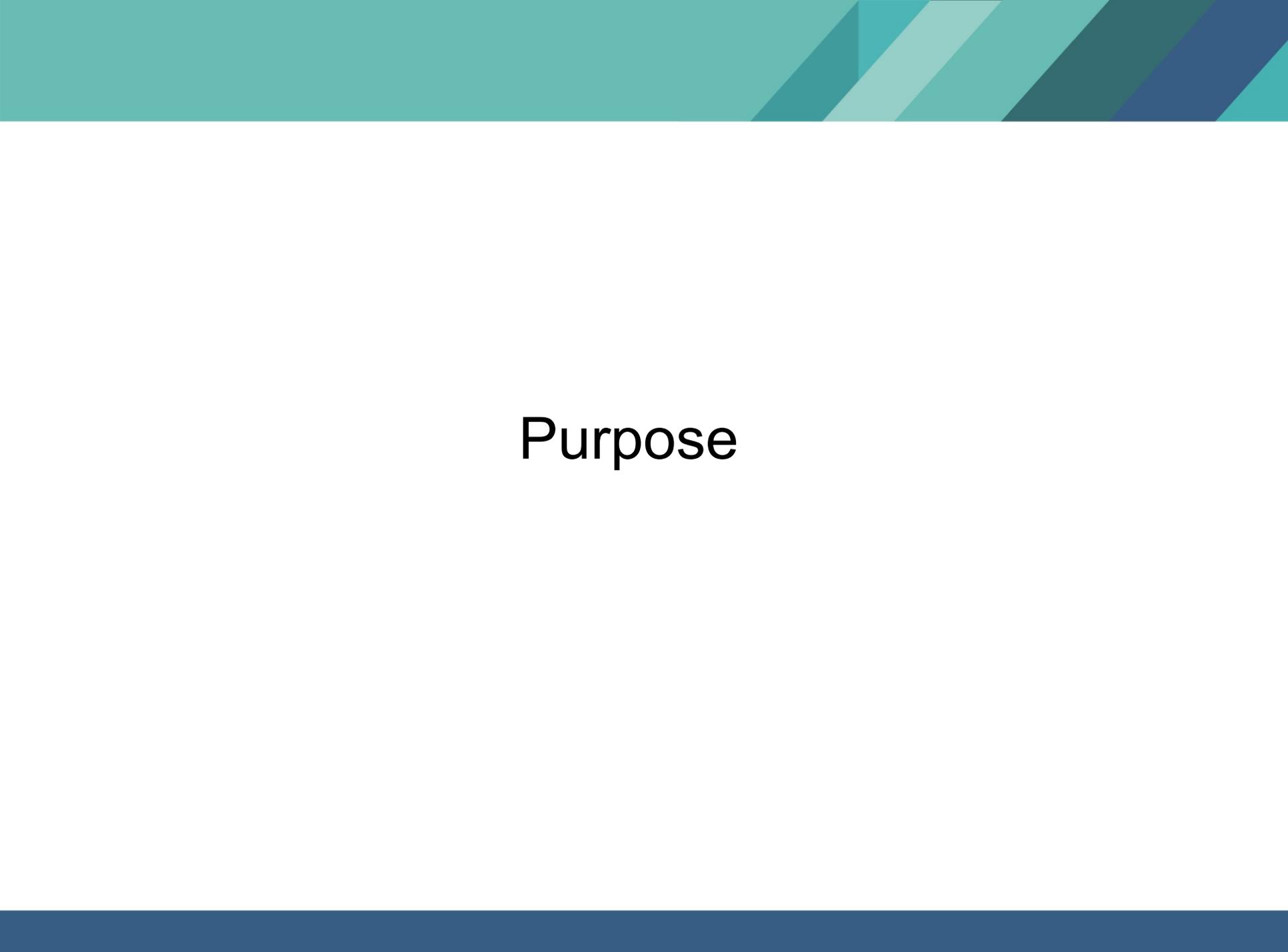
Aim

To provide marine pollution responders a professional development opportunity with a focus on planning for and conducting **debriefings**.



Objectives

1. Understand the purpose of a debriefing.
2. Discuss the various types of debriefings.
3. Explore the key elements of a debriefing.
4. Develop an agenda for two different debriefings.
5. Examine a few examples of useful tools.
6. Outline the benefits of successful debriefings.



Purpose

Purpose of Debriefings

Debriefings **during** response activities can be used to:

- Improve situational awareness
- Provide input into the intelligence analysis
- Inform operational decision making
- Influence response strategies
- Adjust resource requirements
- Update Tactical Deployment Plans
- Improve processes
- Mitigate emerging risks
- Adjust safety management
- Improve communications

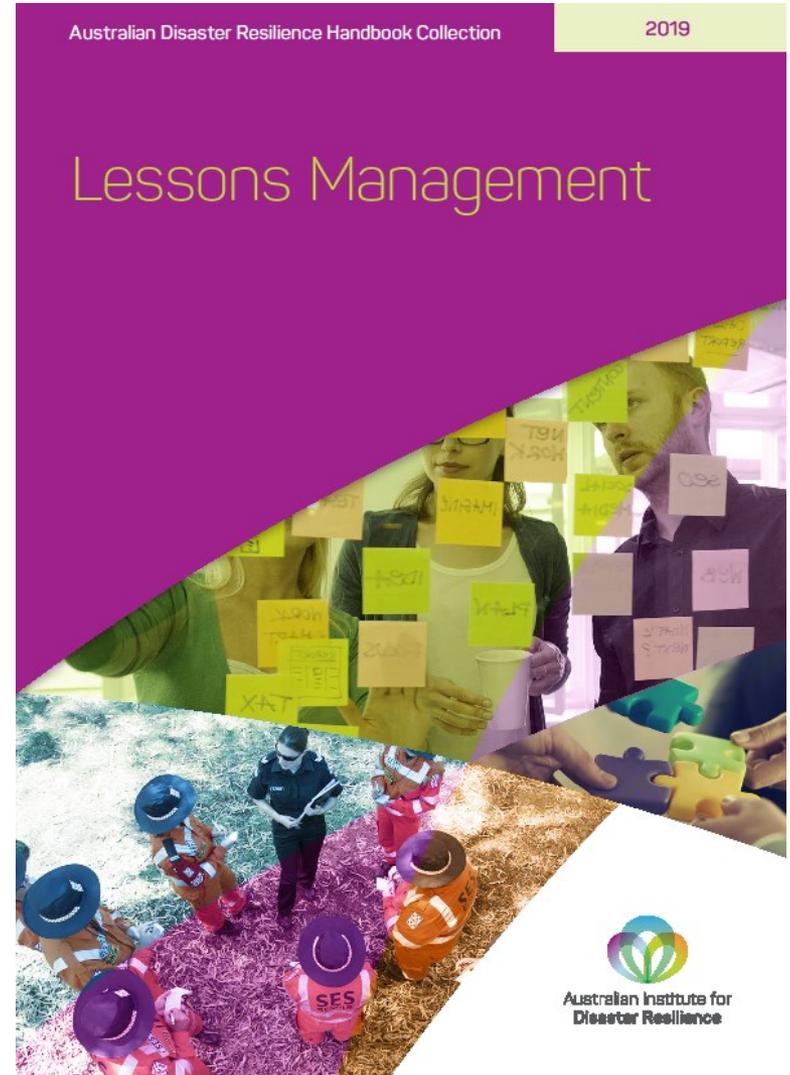
Purpose of Debriefings

Debriefings **after** response activities can be used to:

- Collect data
- Improve understanding
- Support analysis
- Influence strategy development
- Hear from key participants
- Review application of plans & procedures
- Support a business case for funding
- Individual sense making
- Lessons Management (OIL)
- Psychological closure

AIDR Lessons Management Handbook

Lessons management refers to collecting, analysing, disseminating and applying learning experiences from events, exercises, programs and reviews (AIDR, 2019:3)



Lessons Management

Observations

A record of a noteworthy fact or occurrence that someone has heard, seen, noticed or experienced as an opportunity for improvement or an example of good practice.

Insights

A deduction drawn from the evidence collected (observations), which needs to be further considered. Insights occur when there are multiple observations (pieces of evidence), which are similarly themed.

Lessons (Identified and learned)

Identifying a viable course of action that can either sustain a positive action or address an area for improvement.

Lessons Management

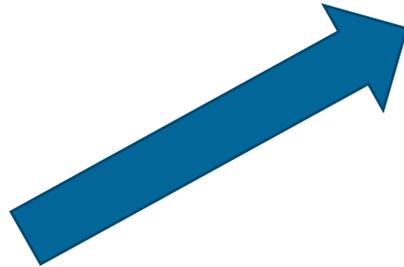
Observations



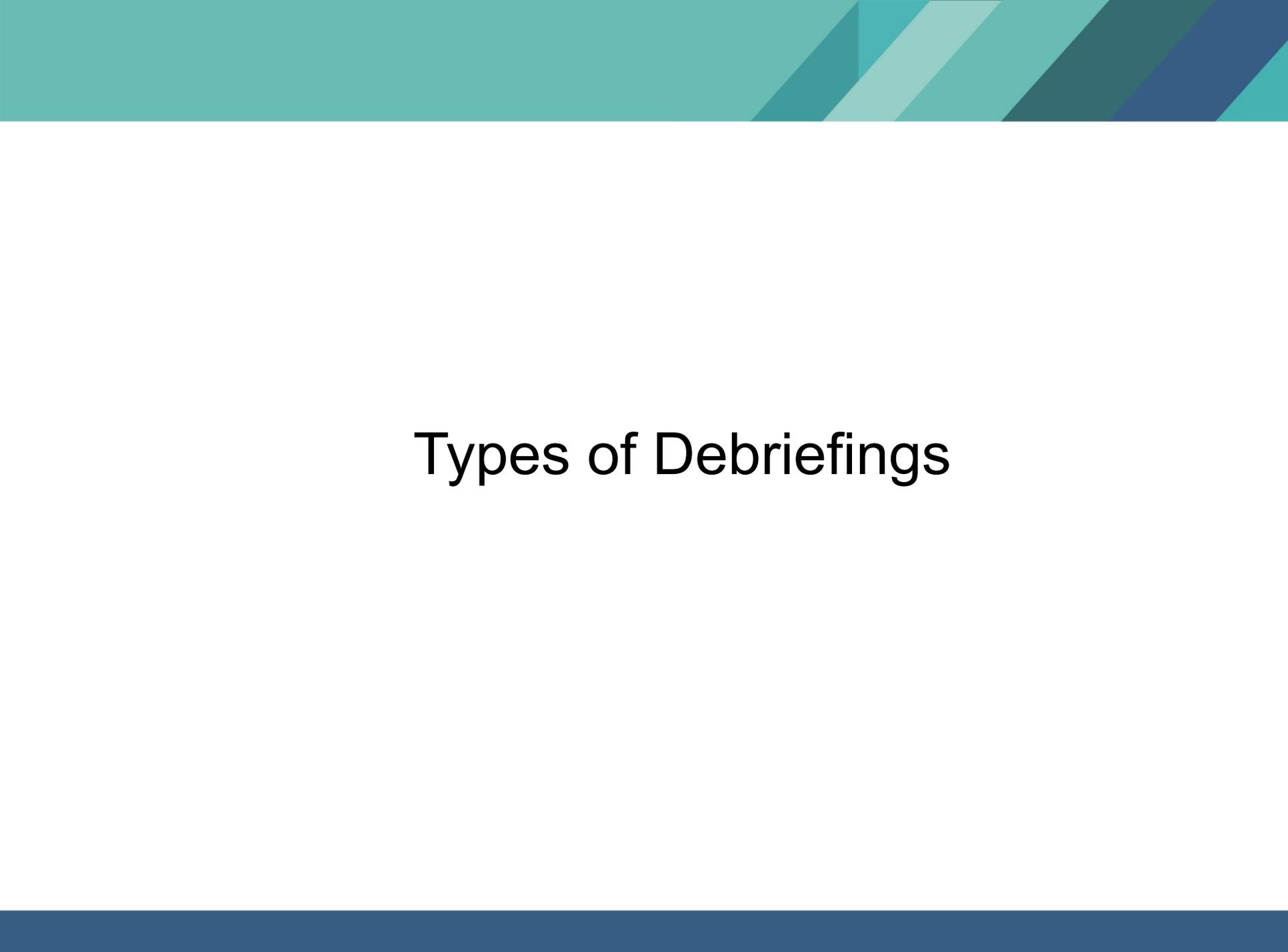
Inights



Lessons



Maintain
Sustain
Refrain
Improve
Develop
Invest
Report

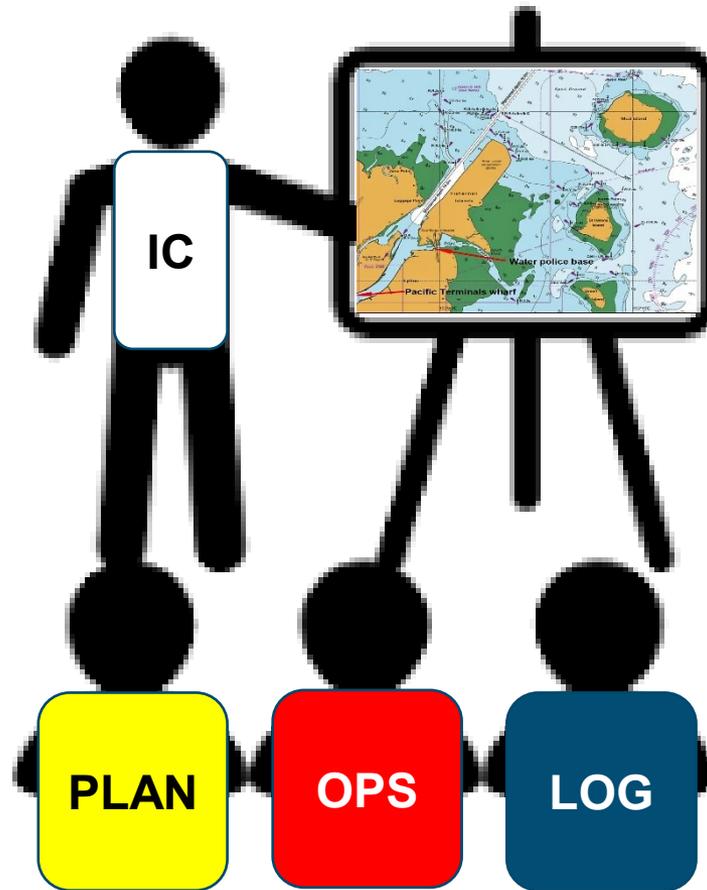


Types of Debriefings

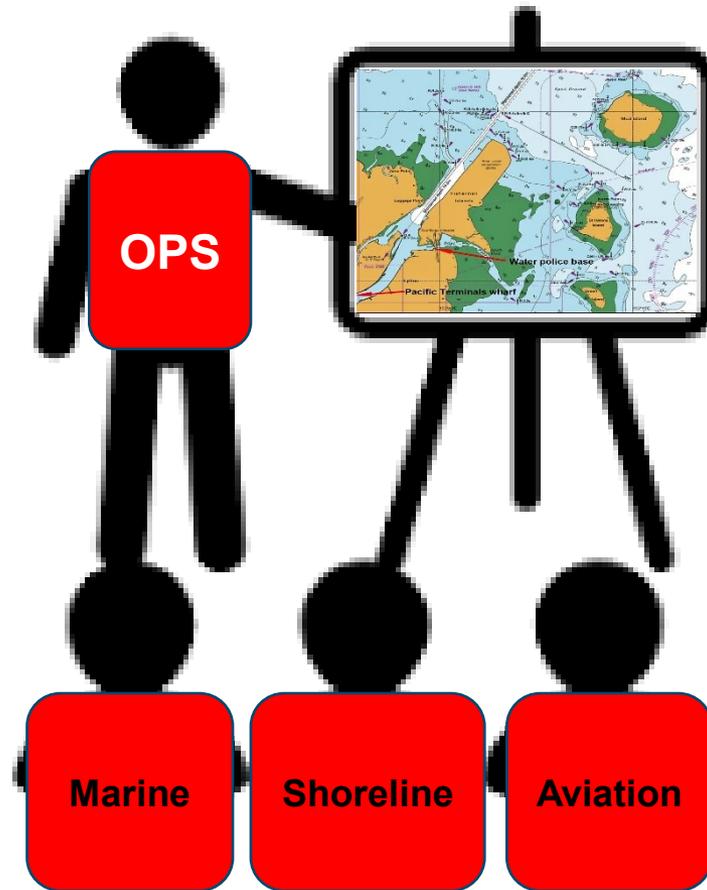
Types of Debriefings

- Hot Debrief (immediately after)
- Cold / Formal Debrief (a short time after)
- After Action Review (AAR)

Hot debriefings



Hot debriefings

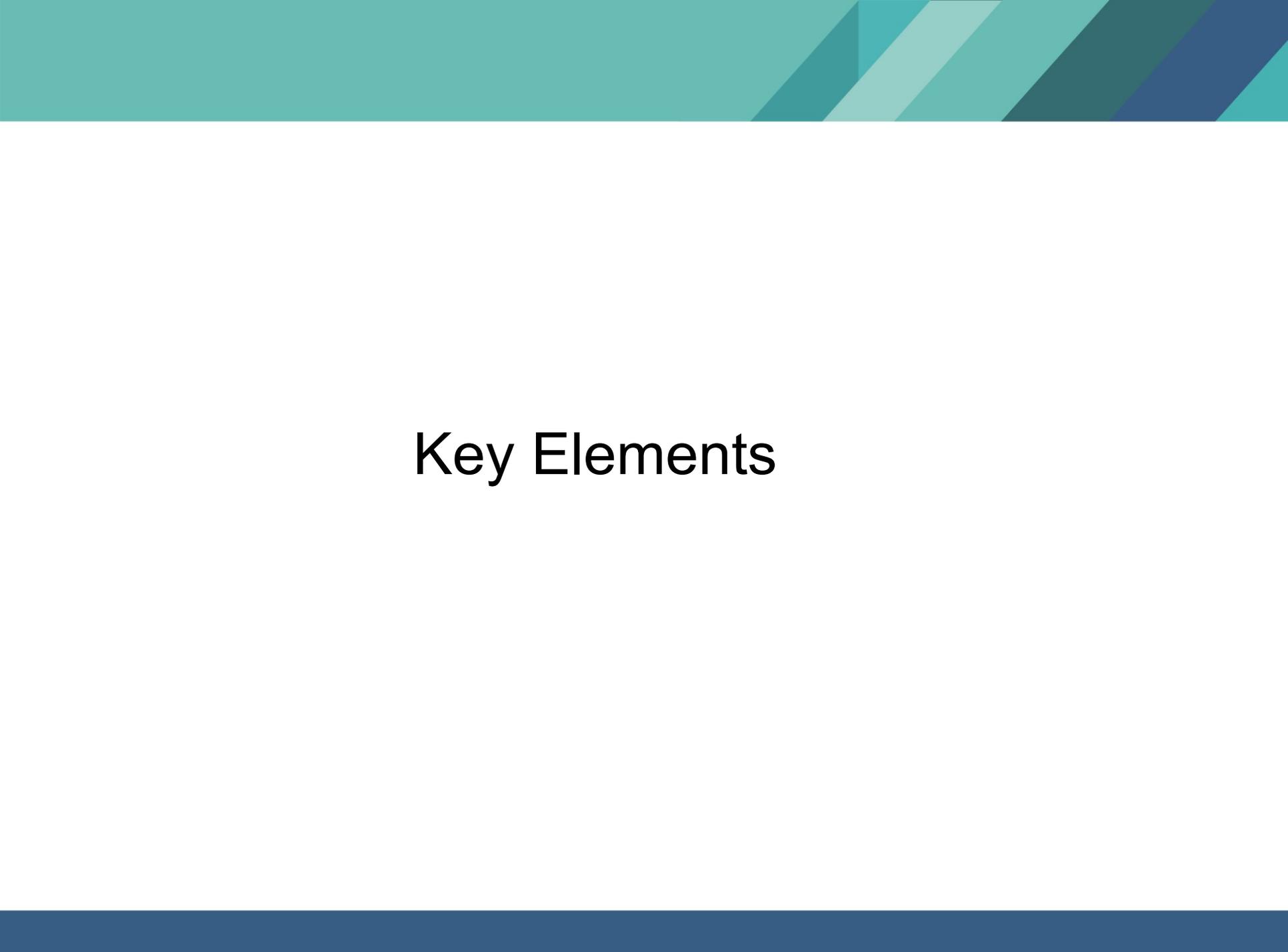


Formal Debriefings



After Action Review





Key Elements

Key Elements

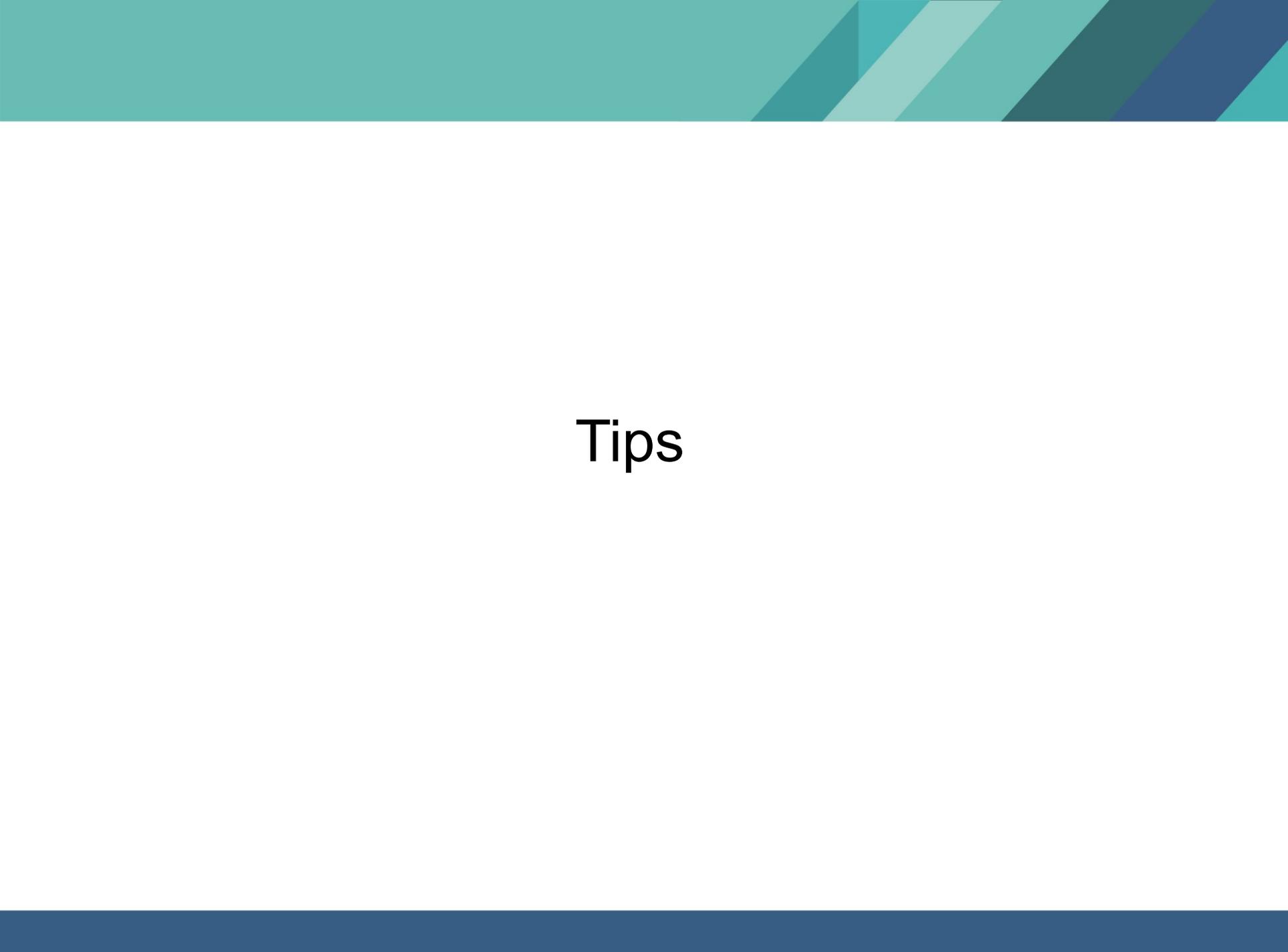
- Welcome & Introductions (Small vs Large groups)
- Opening comments by Senior Officer/Executive
- Rules of Engagement
- Summary or chronology of event
- Feedback from Section Officers & Field Officers
- Feedback from partner agencies
- Facilitated discussion or break-out activities
- Collation of outputs
- Summary discussion
- Next steps

Shaping Discussion

- What did we plan to do?
- What did we actually do?
- What worked well?
- What should we keep doing?
- What were our successes?
- What did not work well?
- Where are the gaps?
- What can we improve?
- What can we do differently next time?

Planning Considerations

- What type of debrief am I planning for?
- What structure & sequence will be followed?
- Rules of Engagement
 - No Blame / No Fault
 - Point to the issue, not the person
 - Issues not solutions (do not ignore low hanging fruit)
 - Respectful engagement
- Record keeping
- Who needs to attend?
- Do we need an independent facilitator or an Internal one?



Tips

Debriefing Tips

Key points to achieve success

- Preparation
- Invitations
- Facilitation
- Engagement
- Recording
- Report preparation
- Follow through with action
- Have strategies to deal with difficult people.





Break-out Activity

Breakout Activity

Two scenarios:

1. After Action Review of a Level 2 Response.
2. Debrief after a National Exercise in your jurisdiction.

Task

- Read the scenario information provided.
- Prepare an agenda for the debrief which outlines the sequence of activities and any supporting detail.
- Nominate group facilitator and a scribe (Word doc – dot points).

Jason will allocate groups and a theme to each.

20 min then report back (5 min each)

Breakout Activity

Scenario 1

You have concluded a 3-day National Exercise involving 170 people from 4 different jurisdictions. The exercise involved marine, aviation, shoreline, wildlife and ICC elements. During the exercise someone got hurt in the field but is stable and will recover well. The Planning Officer on day 2 clashed visibly with the Operations Officer and they have not yet settled their differences.

Scenario 2

You have concluded a 3-month long response to extensive shoreline oiling which included public amenity beaches, sea-bird nesting areas and an expensive Yacht Club & Marina. Some media coverage of the response was very negative, but some community leaders were full of praise for the responders. The Minister for Ports has promised a full review.

Report Back



Debriefing Tools

Debriefing Tools

The P2OST2E Model

Category	Scope / description of category
P eople	roles, responsibilities and accountabilities, skills
P rocess	includes plans, policies, procedure, processes
O rganisation	structure and jurisdiction
S upport	infrastructure, facilities, maintenance
T echnology	equipment, systems, standards, interoperability, security
T raining	capability qualifications/skill levels, identify courses required
E xercise Management	exercise development, structure, management, conduct

Debriefing Tools

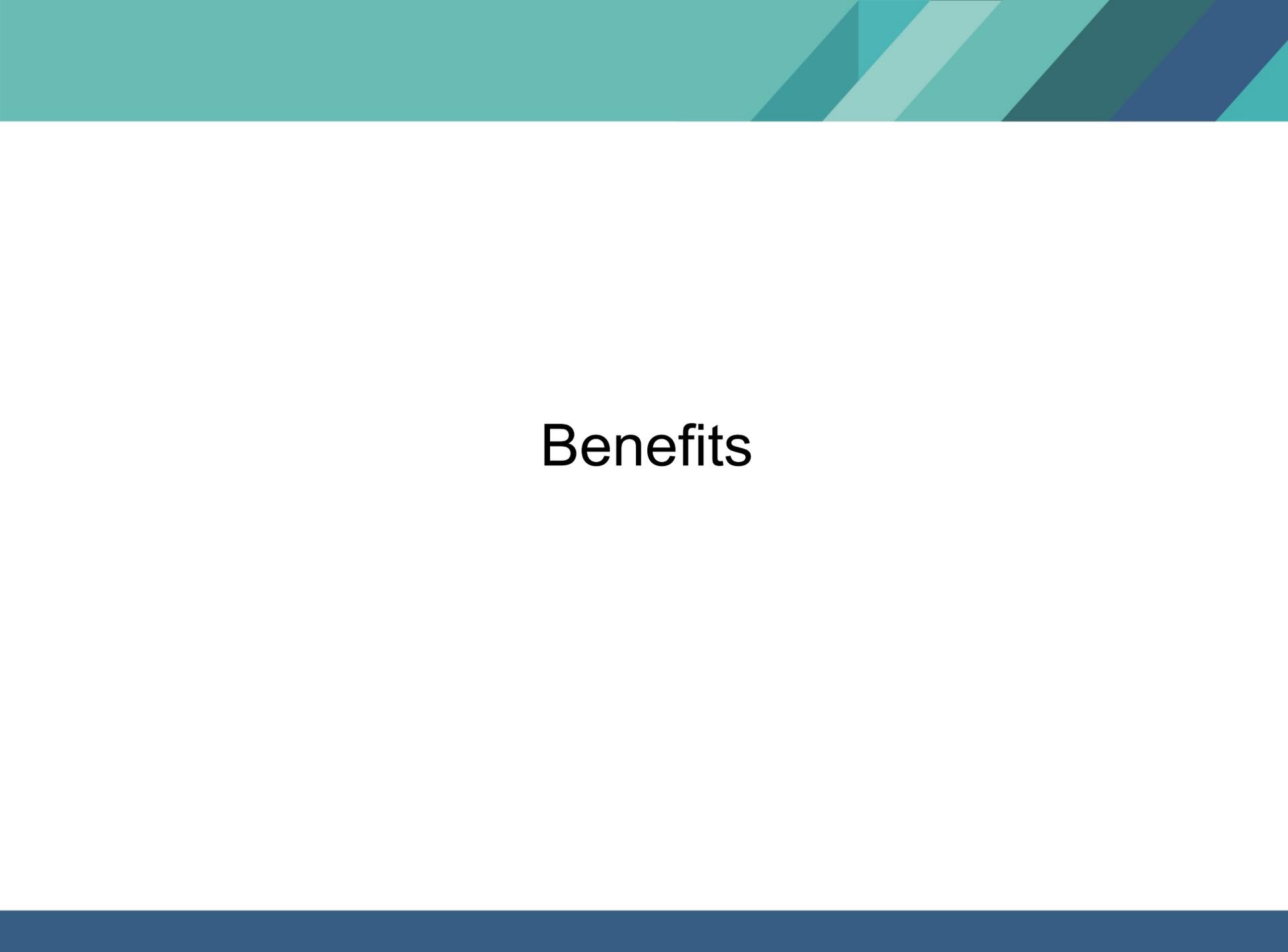
P2OST2E Process and Affinity Process



Debriefing Tools

ABCO

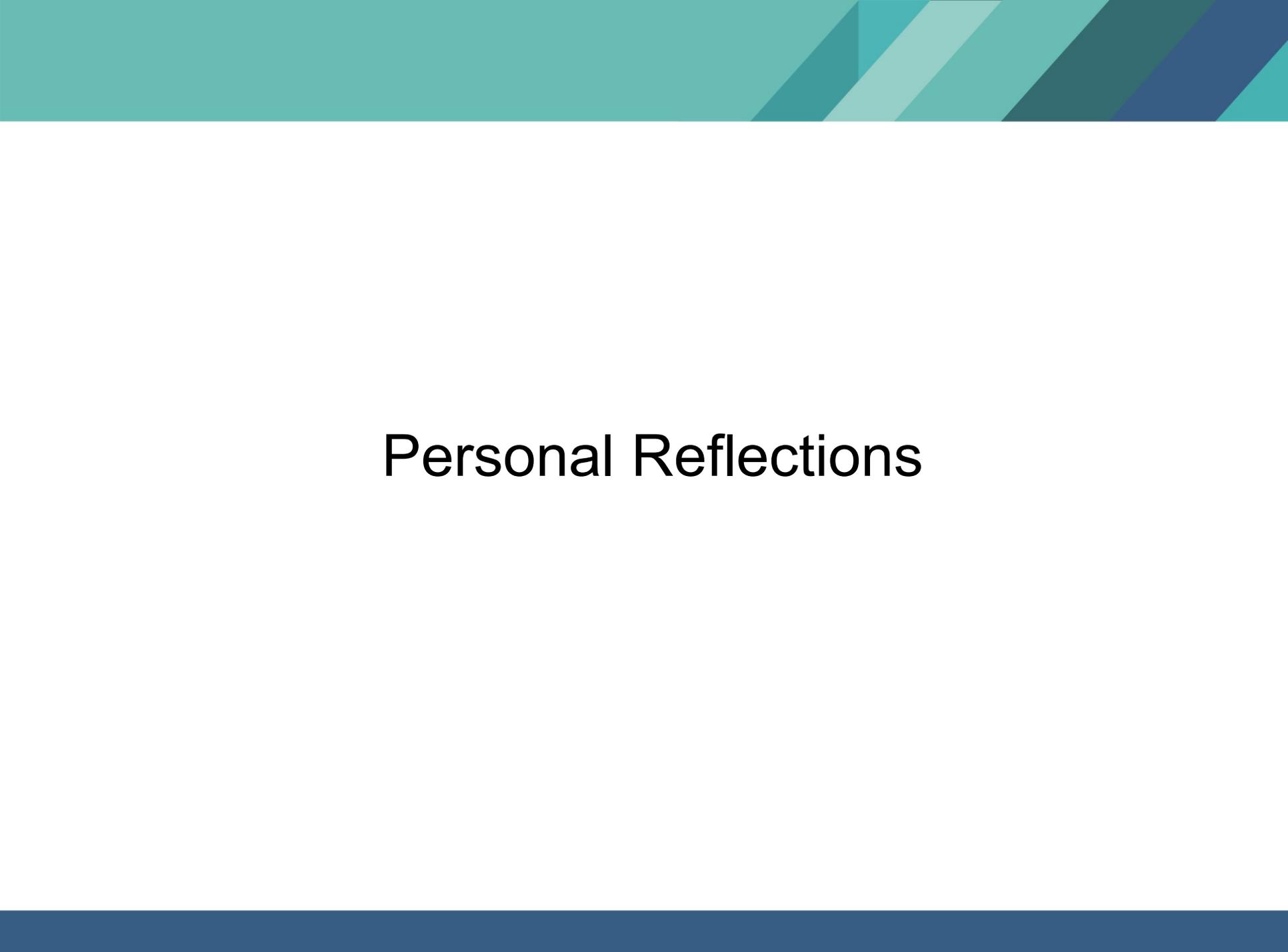
ABCO Checklist	Critical Questions
Action	What action do we need to take?
Benefits	What are the potential benefits of taking that action?
Challenges	What are the challenges we will face if we take that course of action?
Overcome	How do we overcome those challenges?



Benefits

Benefits of Debriefing

- Lessons management
- Improving plans, processes, procedures or protocols
- Updating operational doctrine
- Influencing training
- Shaping capability development plans
- Supporting details for business case/funding
- Team building
- Unwinding from a response
- Personal development
- Organisational resilience building

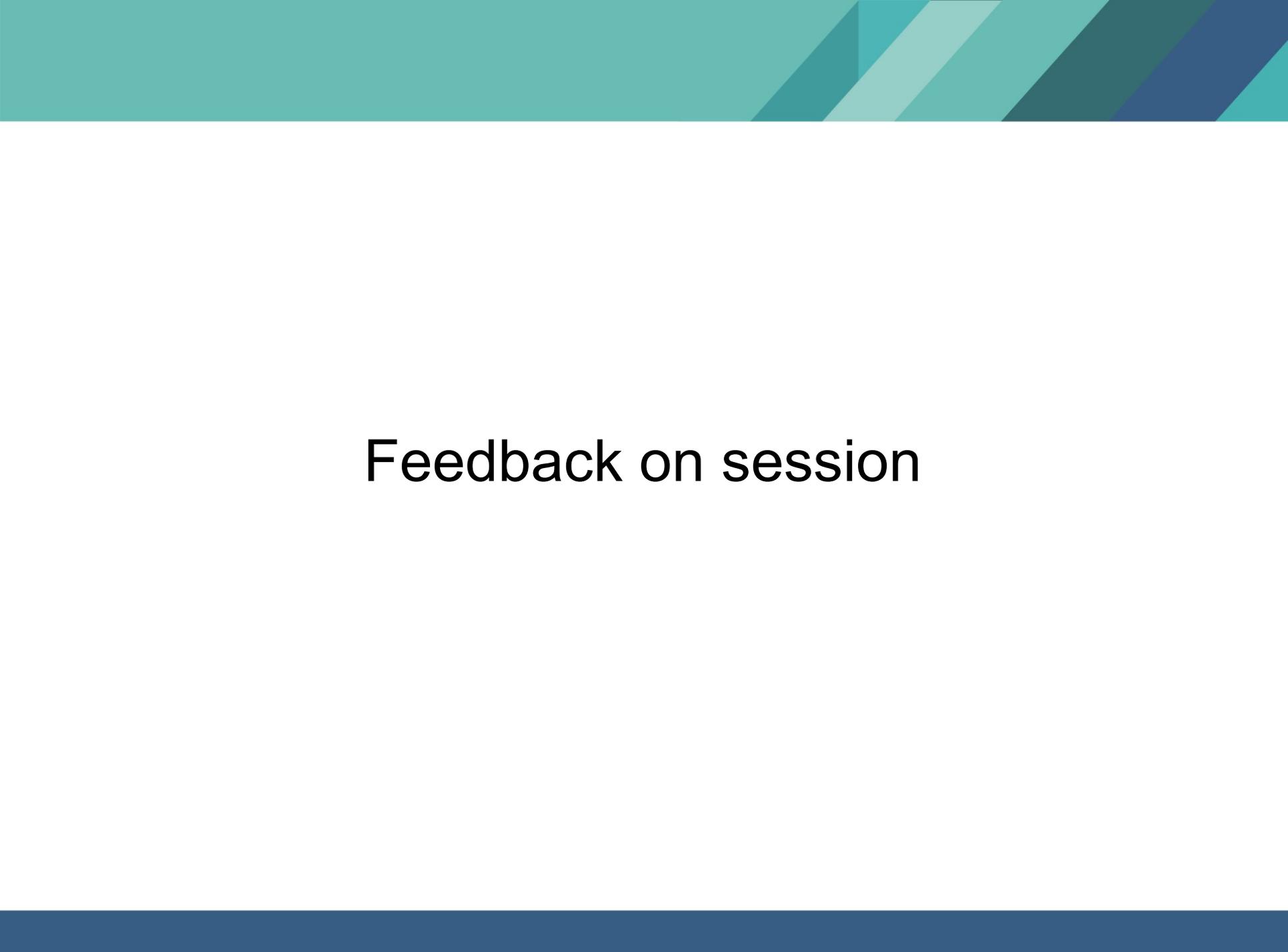


Personal Reflections

Personal Reflections

Would anyone like to share examples of debriefs that they have attended or facilitated and;

- What methods did you find useful?
- What will you avoid doing again?



Feedback on session

Summary Discussion



Close & Thanks

