CIMIC REPORT FORMAT

*NATO..*.. *SECURITY CLASSIFICTION RELEASABLE TO*

*Headquarters name of Operation
Place, Conutry
ACOS … 9*

Date *I* month *I* year

To Name of superior HQ

CIMIC Report from Name of HQ

# EXECUTIVE SUMMARY

Summarises (responsibility of ACOS .. 9) and highlights CIMIC relevant findings which are described more detailed in the main body of the CIMIC REP (=Status)

* 1. Describes overall civilian situation, working situation CIMIC staff and major successes (past)
	2. Describes ACOS .. 9 concerns (assessment)
	3. Describes ACOS .. 9 priorities (future)
	4. Any other business
1. MAJOR CONCERNS
	1. **CIMIC LoA 11**

1. **JOA wide**:

Method to describe major concern: Clear statements!

1. lntroduction: description of the matter of concern (what, where, when, who, why, how). Describes for whom this is a concern;
2. Assessment: effect/impact on the COM mission;
3. Conclusions (what, where, when, who, why, how);
4. Link to more detailed information (see Annex ...).
5. **Region A:**
	1. Same method 2.a.1.a to 2.a.1.d.
6. **Region** …:
	1. Same method 2.a.1.a to 2.a.1.d.

**b. CIMIC LoA …**

1. **JOA wide:**
	1. Same method 2.a.1.a to 2.a.1.d.
2. **Region A:**
	1. Same method 2.a.1.a to 2.a.1.d.
3. **Region …:**
	1. Same method 2.a.1.a to 2.a.1.d.
	2. …

## MAJOR SUCCESSES

* 1. **CIMIC LoA 1:**
1. **JOA wide:**
	1. Describes mil support towards the civil environment;
	2. Eventually describes civilian support towards the force;
	3. Contains confirmed information on good news (no rumours);
	4. Method to describe. Clear statements!
		1. Description of the matter (what, where, when, who, why, how)
		2. Effect/impact (advantage);
		3. *Eventually POC;*
		4. Link to more detailed information (see Annex ...).
2. **Region A:**
	1. a. Same method 3.a.1.a to 3.a.1.d.
	2. b.
3. **Region ...**
4. Same method 3.a.1.a to 3.a.1.d.

**b. CIMIC LoA …:**

1. JOA wide:
2. Same method 3.a.1.a to 3.a.1.d.
3. Region A:
4. Same method 3.a.1.a to 3.a.1.d.
5. Region ...
6. Same method 3.a.1.a to 3.a.1.d.
7. ..
8. FUTURE PLANS AND ACTIVITIES
	1. **CIMIC LoA 1:**
9. JOA wide:

Method to describe future plans and activities: Clear statements!

1. …
	1. Action to decrease negative effects {= answer to main concerns, §2).
	Method:
		1. Short description of the concern (repetition or link to § 2);

(2) Conclusions which action to take to improve effect/impact on the COM mission (what, where, when, who, why, how);

1. How to coordinate within the staff and with other branches/div
2. Link to more detailed information (see Annex ...).
3. Region A:
	1. Same method 4.a.1.a to 4.a.1.d.
4. Region ....:
	1. Same method 4.a.1.a to 4.a.1.d.
	2. **CIMIC LoA …:**
5. JOA wide:
6. Same method 4.a.1.a to 4.a.1.d.
7. Region A:
8. Same method 4.a.1.a to 4.a.1.d.
9. Region ...:
10. Same method 4.a.1.a to 4.a.1.d.

## DETAILED AREAS OF INTEREST

* 1. Key Civil Life Support
		1. Power
		2. Water
		3. Sanitation
		4. Food
		5. Health
		6. Other (specify)
	2. Humanitarian lssues
		1. Shelter
		2. HA Demining
		3. HA Freedom of Movement (FoM)
		4. HA Protection *I* Security
		5. Minorities & Vulnerable Groups
		6. IDPs, Refugees and Evacuees Movements
		7. IDPs, Refugees and Evacuees Assistance Centres
		8. Other (specify)
			1. Winterisation
	3. Key Civil lnfrastructure
		1. Raad Network
		2. Rail Network
		3. Civil Aviation lnfrastructure
		4. Public Transport Assets
		5. Inland Waterways/ Ports
		6. CIMIC Sites
		7. Other (specify)
	4. Civil Administration
		1. Law & Order
		2. Police
		3. Detention Facilities
		4. Borders & Customs
		5. Local Authorities Civil Administration Capability
		6. Banking *I* Economy
1. Telecommunications & Media
2. Emergency Services
3. Other (specify)
	1. Examples for additional info to be reported
		1. CIMIC Projects
		2. Education
		3. ...

## ANNEXES

* 1. CIMIC Operational Overview
	2. Non-NATO abbreviations (example)
	3. …