

Team Comms & Briefings — Playbook

Low-noise, high-signal messaging patterns for the line.

- Channels: Company, Team, Incident; default to Incident during operations.
- Briefing template: Situation • Mission • Execution • Admin/Logistics • Comms • Safety.
- Use accept/decline prompts for mobilizations; auto-capture response time.
- Attach maps, 8-line PDF, and checklists; archive to incident record after close.
- Respect radio discipline; messaging is supplemental to command channels.