

## Mission Intelligence Package — Standardised Format

The Pre-Operation Brief provides a comprehensive intelligence package to personnel before an operation commences. It follows a standard sequence that ensures all critical intelligence elements are covered consistently.

[ CLASSIFICATION ] — [ HANDLING CAVEAT ] — OPERATION SENSITIVE

### Section 1 — Administration

Operation Name:	_____	Op Reference:	_____
Brief Date / Time:	_____	Location:	_____
Brief Given By:	_____	Approved By:	_____
Persons Briefed:	_____		_____
H-Hour / Start Time:	_____	Duration (est.):	_____

### Section 2 — Situation

#### 2a. Ground

**Physical environment:**

*Terrain, access routes, key landmarks, infrastructure.*

\_\_\_\_\_

**Weather / environmental conditions:**

*Temperature, visibility, precipitation, wind.*

\_\_\_\_\_

**Civil considerations:**

*Population, local authorities, community sensitivities.*

\_\_\_\_\_

#### 2b. Threat / Enemy

**Known threat actors:**

*Identity, location, strength, disposition.*

\_\_\_\_\_

**Threat capability:**

*Weapons, vehicles, communications, technical capability.*

\_\_\_\_\_

**Threat intent:**

*What is the threat actor trying to achieve?*

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**Most likely course of action (MLCOA):**

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**Most dangerous course of action (MDCOA):**

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**Recent threat activity:**

*Incidents, patterns, indicators in the past 72 hours.*

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**2c. Friendly Forces**

**Own force disposition:**

*Location and role of own callsigns / units.*

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**Adjacent / supporting units:**

*Who else is operating in or near the area?*

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**Command and support relationships:**

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**Section 3 — Mission**

State the mission clearly. The mission statement must answer: WHO does WHAT, WHERE, WHEN, and WHY. It should be one or two sentences maximum.

**Mission Statement:**

**Section 4 — Execution**

**Commander's intent:**

*What does success look like? What is the end state?*

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**Phase 1 — Preparation:**

*Actions, timelines, responsibilities before the operation commences.*

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**Phase 2 — Approach:**

*How will the team move to the objective area?*

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**Phase 3 — Actions on objective:**

*Specific tasks at the target location or during the operation.*

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**Phase 4 — Withdrawal / conclusion:**

*How and when does the operation end?*

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**Contingency actions:**

*What happens if the primary plan fails? Key decision points.*

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**Rules of engagement / legal authority:**

*Specific authorities or constraints for this operation.*

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## Section 5 — Service Support

Medical — casualty evacuation procedure:	_____
Medical — nearest medical facility / callsign:	_____
Logistics — equipment / resupply:	_____
Logistics — vehicle / transport arrangements:	_____
Legal — authority reference / warrant number:	_____
Legal — evidence handling requirements:	_____

## Section 6 — Command & Signal

Callsign / Station	Role	Primary Freq / Channel	Alternate Freq	Encryption / Code

Command post location:	_____
Alternate command post:	_____
Emergency signal / duress word:	_____
Challenge and password (if applicable):	_____
Lost communications procedure:	_____
Abort signal / abort criteria:	_____

## Section 7 — Subject Intelligence Package

Attach all available intelligence on specific targets, subjects, or locations relevant to this operation. Use the table below to log attached documents.

Annex	Document Title	Classification	Pages	Issued To
Annex A				

Annex	Document Title	Classification	Pages	Issued To
Annex B				
Annex C				
Annex D				
Annex E				
Annex F				

## Section 8 — Brief Acknowledgement

All personnel must confirm they have received, understood, and have no questions about the brief before the operation commences.

Name	Rank / Role	Signature	Time Briefed	Questions?
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

[ CLASSIFICATION ] — [ HANDLING CAVEAT ] — OPERATION SENSITIVE

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- Word (.docx) and PowerPoint (.pptx) versions with editable fields are available on request.
- Email: [info@theintelanalystacademy.com.au](mailto:info@theintelanalystacademy.com.au) — Subject: 'Pre-Op Brief Template — Format Request'