

Updated: 09/07/2026

Info Booth	Role	A/D	Check-In	required			recommended			R_IC5-213_Mid shift report			I_ResReq_bottled water			R_IC5213_wind response			Check-Out	recommended voice chk-out	Turn In Packet IC5309	Turn In Voice IC5309									
				XSCEVENT	XND@XSC	voice chk-in	Subj	To:/Subject:	Content	Subj	voice Res	To:/Subject:	Content	Subj	Header/Routing	Content															
				ID#	Date-Time Notice was Read	Date-Time Notice was Read	Date-Time	R	Planning Xanadu City EOC	Y	I	Date-Time time delta	Logistics Xanadu City EOC	Y	R	Operations Xanadu City EOC	Y	ID#							Date-Time	Y	Y	Participation Credit			
17	TESTER/OP		X17-2068P_R	8/18-17:35	8/18-17:31	NONE	X17-2074P_R	Y/n	Y	X17-2077P_I	08/18-18:01	Y	-fax	X17_2081P_R	N	-fax	X17-2084P	NONE	Y	Y	N/A										
18	TESTER/OP	D																													
19	TESTER/OP	D																													
97	TESTER/OP	D																													
98	TESTER/mult		X98-9816P_R	8/7-22:28	8/7-22:28	08/07-22:07	X98-9823P_R	Y	Y	X98-9826P_I	08/07-22:47	Y	Y	X98-9830P_R	Y	Y	X98-9832P	08/07-23:14	Y	Y	Y	Y									
99	TESTER/OP		X99-668P_R	8/11-17:19	8/11-17:08	08/11-17:40	X99-675P_R	Y	Y	X99-678P_I	08/11-17:40	Y	Y	X99-682P_R	Y	Y	X99-685P	08/11-19:32	Y	Y	Y	Y									
41	PIF Auto		X41-100P_R	8/23-17:07	NONE	08/23-17:08	X41-104P_R	Y	Y	X41-107P_I	08/23-17:24	Y	-fax	X41-111P_R	Y	Y	X41-113P	08/23-17:51	Y	Y	Y	Y									
42	PIF Auto		X42-105P_R	8/22-10:01	8/22-10:01	NONE	X42-109P_R	Y	Y	X42-113P_I	08/22-10:18	Y	-fax	X42-117P_R	Y	Y	X42-119P	NONE	Y	Y	Y	Y									
43	OutpostPM		X43-5810P_R	8/22-17:51	NONE	08/22-17:40	X43-5816P_R	Y	Y	X43-5819P_I	08/22-18:24	Y	Y	X43-5823P_R	Y	-fax	X43-5825P	08/22-18:48	Y	Y	Y	Y									
44	PIF Auto		X44-5672P_R	8/25-16:09	8/25-16:09	8/25-15:44	X44-5679P_R	Y	Y	X44-5682P_I	08/25-16:40	Y	-From	X44-5686P_R	Y	Y	X44-5688P	08/25-17:12	Y	Y	Y	Y									
45	OutpostPM		X45-325P_R	8/21-13:48	8/21-13:48	08/21-13:53	X45-330P_R	Y	Y	X45-333P_I	08/21-14:29	Y	Y	X45-337P_R	Y	Y	X45-342P	08/21-15:29	Y	Y	Y	Y									
46	PIF Auto		X46-102P_R	8/19-11:19	8/19-11:01	NONE	X46-107P_R	Y	Y	X46-110P_I	08/19-11:52	Y	Y	X46-114P_R	Y	Y	X46-116P	NONE	Y	Y	Y	Y									
47	PIF Auto		X47-164P_R	8/19-18:45	8/19-18:20	08/19-21:42	X47-183P_R	Y	Y	X47-186P_I	08/19-21:23	Y	Y	X47-190P_R	Y	Y	X47-192P	08/19-21:42	Y	Y	Y	Y									
48	PIF Auto		X48-701P_R	8/21-13:48	NONE	08/20-15:46	X48-712P_R	Y	Y	X48-715P_I	NONE	Y	Y	X48-719P_R	Y	Y	X48-721P	08/21-14:48	Y	Y	Y	N									
49	PIF Auto		X49-4907P_R	8/19-14:54	8/19-14:54	08/19-14:42	X49-4913P_R	Y	Y	X49-4916P_I	08/19-15:23	Y	Y	X49-4920P_R	Y	Y	X49-4922P	08/19-15:51	Y	Y	Y	Y									
50	PIF Auto		X50-400P_R	8/19-14:45	8/19-14:45	08/19-15:00	X50-412P_R	Y	Y	X50-415P_I	08/19-15:08	Y	Y	X50-419P_R	Y	Y	X50-421P	08/19-15:31	Y	Y	Y	Y									
51	OutpostPM		X51-225P_R	8/24-17:26	8/24-17:23	08/24-16:54	X51-234P_R	Y	Y	X51-237P_I	08/24-17:39	Y	Y	X51-242P_R	Y	Y	X51-244P	08/24-15:53	Y	Y	Y	Y									
52	OutpostPM		X52-100P_R	8/23-11:49	8/23-11:49	NONE	X52-105P_R	Y	Y	X52-108P_I	08/23-12:06	Y	Y	X52-112P_R	Y	Y	X52-115P	NONE	Y	Y	Y	Y									
53	PIF Auto		X53-102P_R	8/19-19:16	8/19-19:16	08/19-19:01	X53-107P_R	Y	Y	X53-110P_I	08/19-21:16	Y	Y	X53-115P_R	Y	Y	X53-118P	08/20-20:57	Y	Y	Y	Y									
54	OutpostPM		X54-2722P_R	8/24-15:18	8/24-15:33	08/24-15:06	X54-2726P_R	Y	Y	X54-2729P_I	08/24-16:16	Y	Y	X54-2733P_R	Y	Y	X54-2735P	08/24-17:03	Y-TNm	Y	Y	Y									
55	OutpostPM		X55-049P_R	8/21-13:48	NONE	08/21-12:45	X55-055P_R	Y	Y	X55-059P_I	08/21-14:51	Y	-fax	X55-068P_R	Y	Y	X55-076P	08/21-15:32	-bottom	Y	Y	Y									
56	PIF Auto		NONE [4]	8/22-10:04	8/22-09:49	08/22-9:29	X56-104P_R	Y	Y	X56-107P_I	08/22-10:22	Y	-fax	X56-111R_R	Y	-X##	X56-114P	08/22-10:33	Y	Y	Y	Y									
57	OutpostPM		X57-318P_R	8/20-21:45	8/20-21:45	08/20-23:54	X57-326P_R	Y	Y	X57-329P_I	08/20-22:40	Y	-From	X57-336P_R	Y	Y	X57-340P	08/20-23:54	Y	Y	Y	Y									
58	OutpostPM		X58-001P_R	8/19-12:38	8/19-12:38	08/19-12:28	X58-006P_R	Y	Y	X58-010P_I	08/19-13:20	Y	Y	X58-014P_R	Y	Y	X58-016P	08/19-14:22	Y	Y	Y	Y									
59	OutpostPM		X59-150P_R	8/25-13:40	8/25-13:40	08/25-12:39	X59-140P_R	Y	Y	X59-143P_I	08/25-14:39	Y	Y	NONE	Y	Y	X59-154P	08/25-18:02	Y	Y	Y	Y									
60	OutpostPM		X60-2370P_R	8/22-17:08	NONE	08/22-16:25	X60-2376P_R	Y	Y	X60-2379P_I	08/22-17:36	Y	Y	X60-2383P_R	Y	Y	X60-2385P	08/22-17:59	Y	Y	Y	Y									
61	PIF Auto	DNF	X61-100P_R	8/23-13:17	8/23-13:17	08/23-13:10	X61-111P_R	Y	Y													N									
62	OutpostPM		X62-332P_R	8/22-15:45	8/22-15:45	08/22-15:37	X62-339P_R	Y	Y	X62-342P_I	08/22-16:19	Y	Y	X62-346P_R	Y	Y	X62-348P	08/22-16:44	Y	Y	Y	Y									
63	OutpostPM		X63-1889P_R	8/21-10:34	8/21-10:23	08/21-10:45	X63-1897P_R	Y	Y	X63-1900P_I	NONE	Y	Y	X63-1904P_R	Y	Y	X63-1906P	08/21-13:19	Y	Y	Y	N									
64	OutpostPM	A	X64-001P_R	8/23-22:23	8/23-22:26	08/23-21:59	X64-006P_R	Y	Y	X64-009P_I	LATE	Y	-fax	X64-013P_R	Y	Y	X64-015P	08/23-23:53	Y	Y	Y	Y									
Key	Description																					Notes									
-csv	some or all commas missing from csv content, line ending problems, etc.																					[1]	did not log immediate voice notification message								
-XDHM	Didn't replace XX (tactical), DD (day), HH (hour), and/or MM (minute) with current time																					[2]	IC5309 wrong tactical call, wrong date/op period								
-delivered	IC5309 not showing other messages exchanged after check-out delivered																					[3]	use pulldown for To:								
-drill	Message did not contain "**** this is drill traffic ****" in the content, or equivalent																					[4]	switched stations								
-fax	Soft: 3rd party form content not copied exactly - typos, mistakes, missing text, etc.																					[5]									
-FAX	Hard: 3rd party form content not copied exactly - typos, mistakes, missing text, etc. EOC-impacting																					[6]									
-ICSTO/From	Information appears switched between TO and FROM																					[7]									
-lines	csv line termination(s) missing or embedded in quotes and non-functional																					[8]									
-msg#	Message number or prefix format error, missing suffix, underscore or dash issues, etc.																					[9]									
-name	From: Name field is empty																														
-ref	Missing Reference																														
-release	Release instructions not followed for top-of-form information																														
-sig	"with signature" box not checked																														
-start/finish	Does not include logging of all message from start to finish of practice including XSCEVENT or XND@XSC notices																														
-subcsv	Missing "csv" as last characters of the Subject line. Step 6 from instructions																														
-subj	Subject incorrect as per directions																														
-T#	ICS-309 Task number field should just be the simulated exercise activation number																														
-TA	Take Action and/or Reply information missing or incorrect																														
-TNm	IC5-309 Task Name (incident name) not as instructed, may be cut-and-paste problem																														
-TMI<g>	Too Much Information																														
-XND	Message prefix not XND tactical format, e.g. XND010, X10-, etc.																														
-X##	Didn't replace ## (integer)																														
-location	Didn't replace <your location>																														
<number>*	multiple messages of same content, last one used, or correct one used																														
-To	incorrect ICS TO field																														
-From	incorrect ICS From field																														
-bottom	bottom boxes not filled in																														