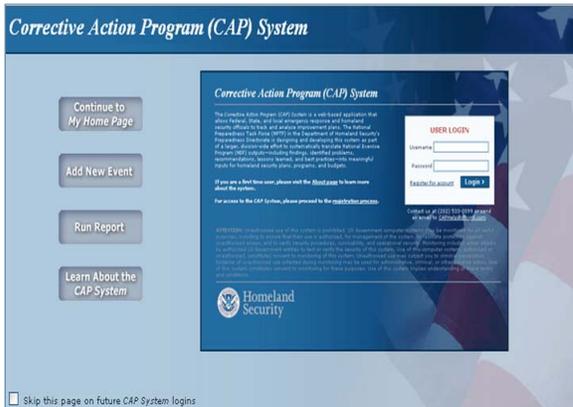


Corrective Action Program (CAP) System



The Corrective Action Program (CAP) System is a web-based application that allows Federal, State, and local emergency response and homeland security officials to track, prioritize, and analyze corrective actions following exercises, policy discussions, and real-world events.

The CAP System is being developed as part of a larger effort to systematically translate exercise and event outputs—including findings, areas for improvement, recommendations, lessons learned, and best practices—into meaningful inputs for homeland security plans, programs, and budgets.

SYSTEM FEATURES

The implementation of corrective actions is the mechanism by which exercises can inform and improve other preparedness cycle components. The CAP System provides a user-friendly and effective tool for ensuring that corrective actions are addressed and resolved following the release of an After Action Report/Improvement Plan (AAR/IP). The system enables stakeholders to:

- Quickly enter data from a finalized AAR/IP;
- Track the progress of corrective action implementation; and
- Analyze and report on trends in improvement plans.

USER COMMUNITY

Access to the CAP System is by invitation only. Members of the homeland security community at all organizational and jurisdictional levels will be invited to register if there is an AAR/IP in the system that they have responsibility to implement.

Event Name	Corrective Action Name	Due Date / Next Update	Status	% Completed
Beta Test Event: Full-Scale Exercise - [View Details]	Beta Test Action Item: Organize and streamline data as necessary, ensuring that all participants receive a uniform copy. When possible, provide key staff with expandable file folders for ease of organizing their data during the incident. Provide message forms in triplicate and set up a numbering system to them. - [View Details]		Complete	100
Beta Test Event: Functional Communications Exercise - [View Details]	Beta Test Action Item: Obtain necessary supplies. - [View Details]	12/31/2006	In Progress - On Schedule	0
Beta Test Event: Functional Communications Exercise - [View Details]	Beta Test Action Item: Write a protocol for Command Post setup. - [View Details]	07/31/2006	In Progress - Overdue	0

Resources:

HSEEP Website
<http://hseep.dhs.gov>

DHS Website
<http://www.dhs.gov>

Questions?
hseep@dhs.gov

RELATIONSHIP TO THE HOMELAND SECURITY EXERCISE AND EVALUATION PROGRAM

The CAP System is based on exercise processes and protocols established in the Homeland Security Exercise and Evaluation Program (HSEEP), specifically Volume III, *Evaluation and Improvement Planning*. For HSEEP exercises, jurisdictions should utilize the system during the After Action Conference when an AAR/IP matrix is developed. Long-term, the CAP System will be integrated with all components of the HSEEP Toolkit, including the National Exercise Schedule (NEXS) System, HSEEP Volume IV Library, and the Design and Development System (DDS).

ADDITIONAL INFORMATION

Version 1.0 of the CAP System is now available to the national exercise community. As the system is rolled-out, training and field support will be made available. This support will include revisions to the HSEEP Mobile Training Course, online tutorials, workshops, conferences, and web-based training. Organizations and jurisdictions interested in using the CAP System should contact hseep@dhs.gov.