

Sample Command Out-Briefing
(Sample Handout for Commander, CO, XO, OINC, etc.)

What to tell the Commanding Officers/Commanders/supervisors, etc.:

We (the investigators) have concluded this portion of our inquiry and are departing. We anticipate 2-3 weeks to complete our report.

I would like to remind you of the importance of not discussing the case with anyone because rumors can damage a person's reputation.