



**exercise name:**

**document name:** Scope Worksheet

<b><i>Scope items</i></b>	<b><i>Description</i></b>
<b><i>Type of exercise</i></b>	
<b><i>Hazard/ situation</i></b>	
<b><i>Functions/ activities</i></b>	
<b><i>Agencies involved</i></b>	

<b><i>Personnel (level or position)</i></b>	
<b><i>Geographical location</i></b>	
<b><i>Key details (date, time, weather conditions)</i></b>	
<b><i>Proposed budget</i></b>	
<b><i>Exercise date</i></b>	