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|  | REPORTING SCHEDULE |
|  | Reports should inform coordination cells and OSOCC of operations, issues and milestones.Summary forms should be used where possible to avoid overwhelming coordination cells. |
| Report from:  | Team members | Teams | SCC | UCC |
| Report to: | Team managers | SCC | UCC | OSOCC/LEMA |
| By:  | Date: |  |  |  |  |
| Time: |  |  |  |  |
| Method: |  |  |  |  |