DIRECTIONS: Please provide directions to the review location from the hotel.

POC: Name and phone number.

AGENDA

Tuesday, Month XX

7:30 am  
ACE Team Arrives

8:00 am  
Formal Introductions and In-Brief
Building:
Room:

9:00 am  
ACE Team Evaluations
Building:
Room:

12:30 pm  
Lunch

1:30 pm ~ until  
ACE Team Evaluations (continued)
Building:
Room:

Wednesday, Month XX

7:30 am  
ACE Team Arrives

8:00 am  
ACE Team Evaluations
Building:
Room:

12:30 pm  
Lunch

1:00 pm ~ until  
ACE Team Evaluations (continued)
Building:
Room:

Thursday, Month XX

7:30 am  
ACE Team Arrives

8:00 am  
ACE Team Evaluations
Building:
Room:

12:30 pm  
Exit Briefing (Time may shift pending team workflow)