

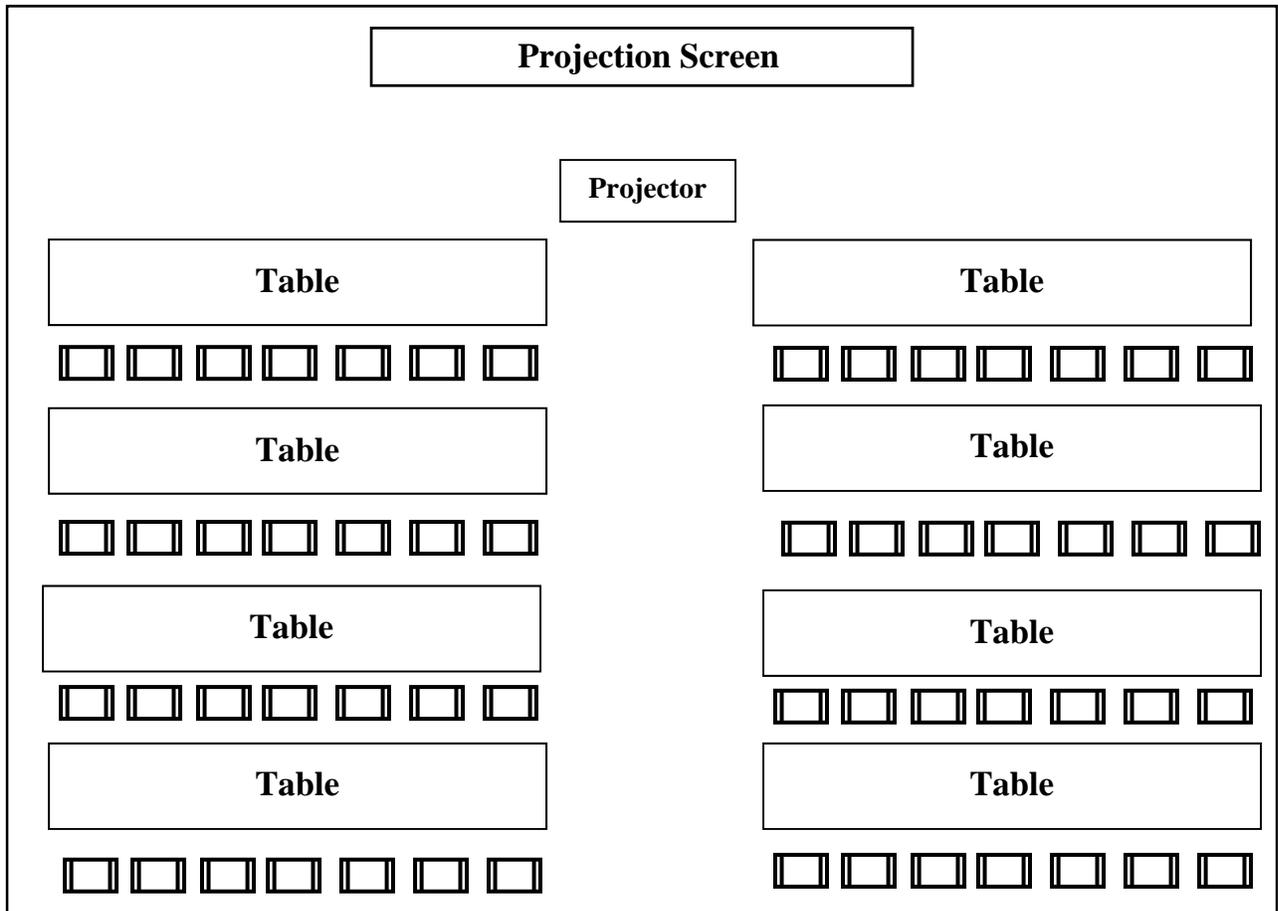
SERGEANT MAJOR OF THE ARMY'S *NOT IN MY SQUAD* (NIMS) INITIATIVE

Workshop Space Requirements
[Unit, Installation/Facility, Dates]

* FOR A WORKSHOP CONSISTING OF SIX WORKING GROUPS, AND SIX PARTICIPANTS PER WORKING GROUP

Large Meeting Room for Opening Session (Day1) and Backbrief to Senior Leaders (Day 3)

- One well-lit, comfortable room that has capability of being closed off to maintain the privacy of the group.
- Tables and chairs to seat 50 people, preferably arranged “classroom style”
- Should have (or have easy access to) drinks and snacks.

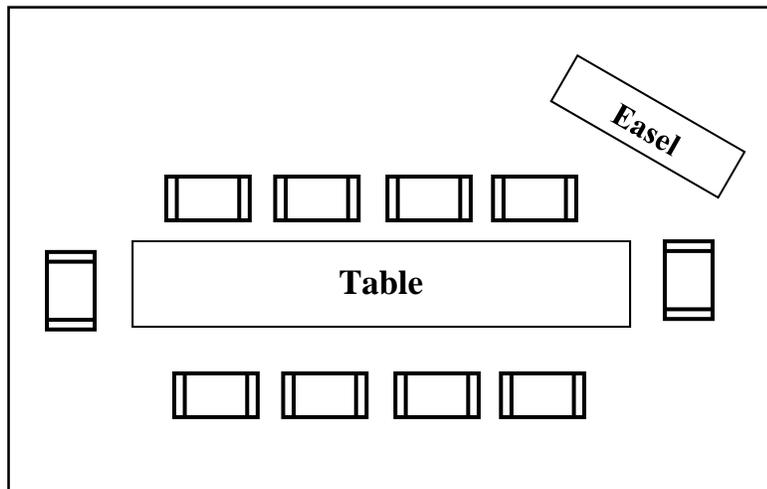


- Signage for room



Small Meeting Rooms for Individual Working Groups (Days 1 and 2)

- Six well-lit, comfortable rooms (one per working group) that can be closed off to maintain the privacy of the group
- One large table and chairs to seat 8-10 people (depending on group size)
- Should have (or have easy access to) drinks and snacks.



- Signage for each room



Optional Signage throughout Workshop Location

<p>Distinctive Unit Insignia</p>	<p>NOT IN MY SQUAD WORKSHOP Unit, Installation/Location, Dates</p>	<p>Relevant Graphic</p>
---	---	------------------------------------

NOT IN MY SQUAD.

**WE ARE TRUSTED
PROFESSIONALS.**