# K.13 COORDINATION / MESSAGE LOG

| TIME | TO / FROM | MESSAGE / CONDITION / ACTION | INITIAL |
|---|---|---|---|
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**ANNEX K RECORD HANDLING**

**TABLET —** Complete the required form(s). Save or export only the completed Annex K pages to the mission archive; keep this master unchanged.

**WIPE-CLEAN COPY —** Use a suitable non-permanent pen. Scan or transfer the record, verify it is complete and readable, then wipe the reusable form clean.

**DO NOT ERASE OR OVERWRITE** until the archived copy has been verified.