



## From Gases and Evaporators risk assessment towards an Integrated management of sea and land pollution incidents

MANIFESTS is a project co-funded by the European Union Civil Protection - DG-ECHO, developed in cooperation with RBINS, CETMAR, IMT Mines Alès, INTECMAR, IST, the UK Health Security Agency as associated partner, and coordinated by Cedre.



Co-funded by  
the European Union



Deliverable 3.4. Updated and upgraded  
Exercise tool and development of the  
Exercise Tool Lite: A collaborative platform  
for exercises

**WP3. Cross-border/Land Sea  
preparedness and response to  
incidents involving  
Ammonia/LNG/Lithium-ion batteries**

23/03/26

CENTRO TECNOLÓGICO DEL MAR – FUNDACIÓN CETMAR



# Deliverable 3.4. The Exercise Tool Lite: A collaborative platform for exercises

23/03/26

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# 1. Introduction

The MANIFESTS *Genius* project (From Gases and Evaporators risk assessment towards an Integrated management of sea and land pollution incidents) aims to strengthen preparedness and response capabilities for integrated management of coastal water pollution. The main focus of the project is on the release of HNS, including alternative fuels such as ammonia, methanol and LNG, which could form a toxic gas cloud and potentially drift towards the shoreline and impact local communities. Two scenarios were considered: 1) a subsurface leak from a pipeline and 2) a leak at water surface from a coastal facility.

Work package 3 of the project aims to provide detailed information on risks associated with new propulsion energies, assess global trends regarding these energies to identify future risk areas, to develop tools to improve preparedness, and to facilitate the information sharing for cross sectoral and multi-agency incidents.

Framed in the former project MANIFESTS, CETMAR in collaboration with INTECMAR and Centro Jovellanos (SASEMAR), developed an application for the formulation of exercises called "The MANIFESTS Exercise Tool" whose main objective was to provide support and training before, during and after the development of training exercises. This tool facilitates the access to manuals, guides and exercises developed by other organizations, provides resources describing the basic principles of exercising, and makes available a formulation tool that guides users in the process of designing, developing and evaluating their own exercises.

As part of the objectives of MANIFESTS Genius and WP3 of the project, CETMAR in close collaboration with INTECMAR, updated and upgraded the MANIFESTS Exercise Tool to allow cross sectoral and multi-agency collaboration. A new functionality was created, the Exercise Tool Lite, that acts as a collaborative platform to facilitate sharing information between agencies during the preparation and evaluation of exercises.

## 2. The MANIFESTS Exercise Tool

The MANIFESTS Exercise Tool was one of the outcomes of the former MANIFESTS Project and was developed by CETMAR in collaboration with INTECMAR and with the technical advice of Centro Jovellanos (SASEMAR). It consists of an online portal that gives access to a series of functionalities.

The online portal is available in the link <https://exercisetool.cetmar.org/> (Fig. 1) and has the following functionalities:



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- **Basic principles of exercising**, a learning section describing the fundamentals of this topic and other support information based on a desktop study. It includes definition of terms, exercise typology and classifications proposed by relevant organizations in the field of maritime pollution. It also contains checklists, templates and examples of the documents required for formulating different types of exercises, as well as links to reference manuals and relevant information on HNS.
- **The Exercises database**, an online user-friendly repository providing easy access to data and information of more than 150 exercises of various levels of complexity, types, geographical scope and their associated documentation, including guides, reports, multimedia resources, etc. Resources included in this database were carefully extracted from international, European and national organisations working in the field of maritime pollution and chemical spills. This database was built upon the MANIFESTS-MARINER Knowledge Tool, an extensive database that compiles projects, organisations, and resources related to HNS.
- **An Agenda**, that allow users to create their programme of exercises, scheduling milestones and set-up alarms that will be received by email.
- **The Exercise Tool**, to guide users to create their exercises by using forms, and downloading checklists, templates, and other useful documentation.
- The application also counts on an **administration area** that allows users to manage their exercises and related documentation.

It is available in four languages: English, Spanish, Portuguese and French.

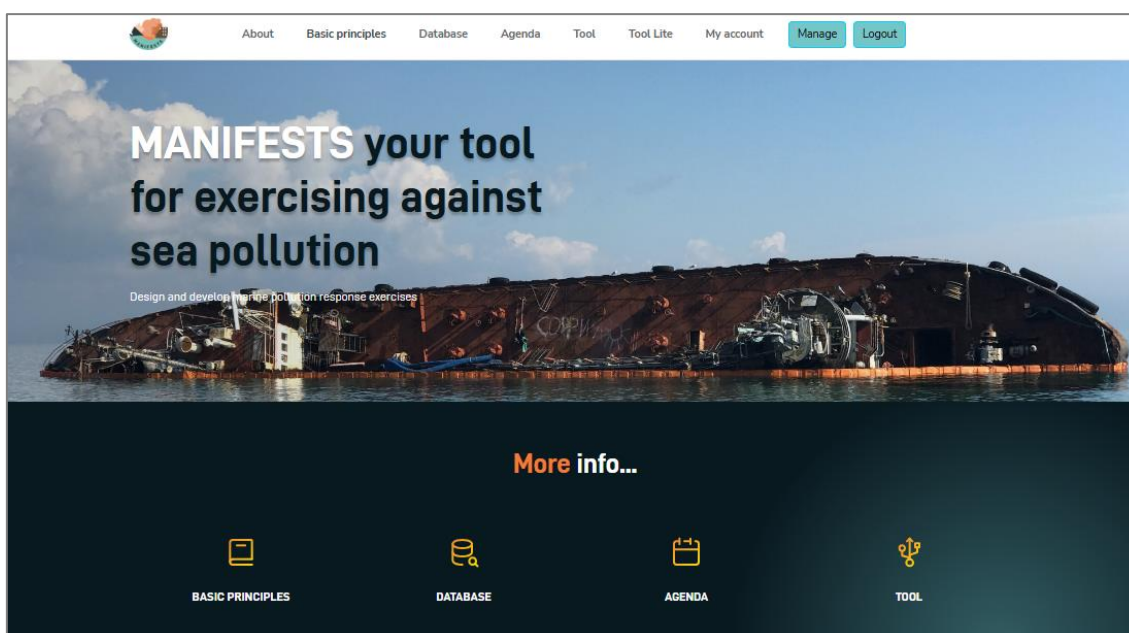


Fig. 1. The MANIFESTS Exercise Tool

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In the framework of the MANIFESTS Genius project a new section was created on the website to host the new collaborative platform called “**the Exercise Tool Lite**”.

The Tool Lite is built on the work carried out in the Exercise Tool and, on the one hand simplifies the process of exercise formulation by extracting main steps and streamlining them into a guided wizard, which facilitate the preparation of key documentation (briefing and debriefing reports), and provides a more intuitive and user-friendly environment. On the other hand, provides a collaborative environment enabling access for multiple entities to work in a coordinated manner on the preparation, design and evaluation of joint exercises.

The portal with all the functionalities and administration area is currently hosted on the CETMAR server. However, a Docker image is available for organisations interested in deploying the tool on their local servers. This container image will be available upon request to CETMAR (send email to [manifeststool@cetmar.org](mailto:manifeststool@cetmar.org)).

## 3. Update and upgrade of the tool

The database of exercises and related documentation was updated following an extensive online search performed to identify new exercises and associated documents. The websites of organisations that regularly develop and publish exercises (such as EMSA, REMPEC, etc.) were also reviewed to ensure the inclusion of up-to-date information.

As a result of this process, new exercises and documents were incorporated to the database, which currently contains 135 exercises (+15 new exercises) and 223 documents (+39 new documents).

Most exercises identified were full-scale exercises (62%), followed by table-top exercises (15%) and drills (8%). See fig. 2 for more information.

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Fig. 2. Types of exercises included in the database

Regarding guidelines and support documentation (Fig. 3), about one third of the documents in the database currently consist of reports, followed by multimedia and dissemination materials. Guidelines in the database represent about 9% of documents (corresponding to 21 guidelines).

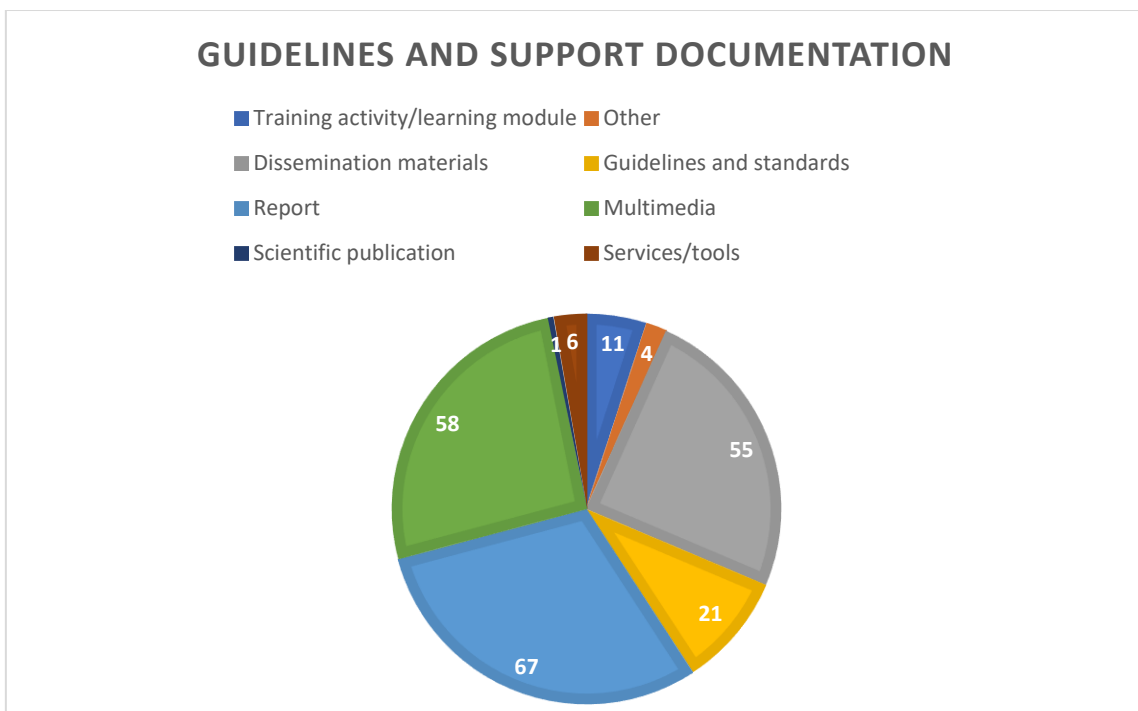


Fig. 3. Types of documents included in the database

In addition to the update of contents, an upgrade of the website functionalities was carried out. Four main improvements were carried out: 1) reorganisation of the administration panel, 2) open the agenda to the collaborative environment, 3) the creation of a repository of documents and 4) development of the Exercise Tool Lite.

### 3.1 Management panel

The management panel provides access to all the databases available for the Exercise Tool (Fig. 4). Users can create and manage their own databases of equipment, participants, resources, contingency plans, exercise objectives, participant roles and organisations.

New records can be added either from the management panel, or while completing the exercise forms, in which case they will be automatically stored for future use.

The administration panel was restructured in different sections according to their management tasks and following a more user-friendly distribution, providing access to the different databases available for users. A users' administration panel was included to allow the management of multiple users in the creation of exercises. The images below show screenshots of the administration page before (Fig. 4) and after the redistribution of contents (Fig 5).

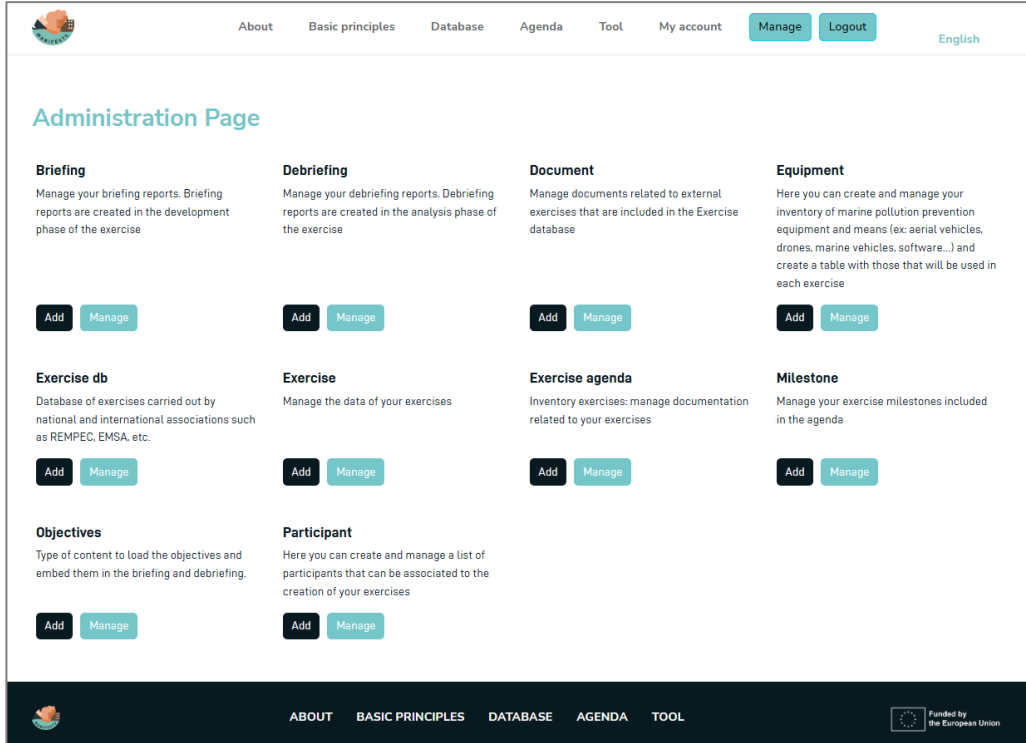


Fig. 4. Administration panel before its upgrade

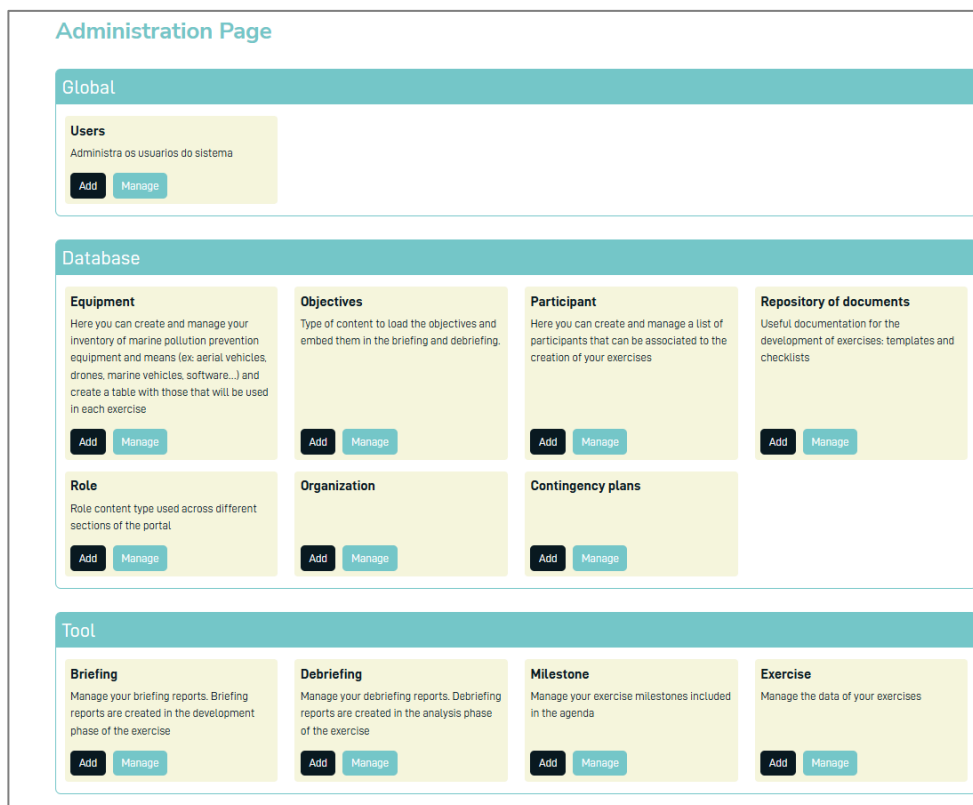


Fig. 5. Administration panel with improved accessibility

### 3.2 Agenda

The agenda of exercises now allows users to create exercises, define milestones and assign co-authors or co-editors to each milestone created, allowing sharing information with external users. This functionality enables the collaborative work with multiple agencies when creating programmes of exercises and facilitates the assignment of tasks to specific collaborators.

### 3.3 Repository of documents

As another support tool for users, a new repository of documents was created that it is hosted in the management panel (Fig. 6). This repository of documents currently stores useful documents for the development of exercises that include: 1) checklists for the different phases of indoor and outdoor exercises, 2) inject templates, and 3) evaluation templates.

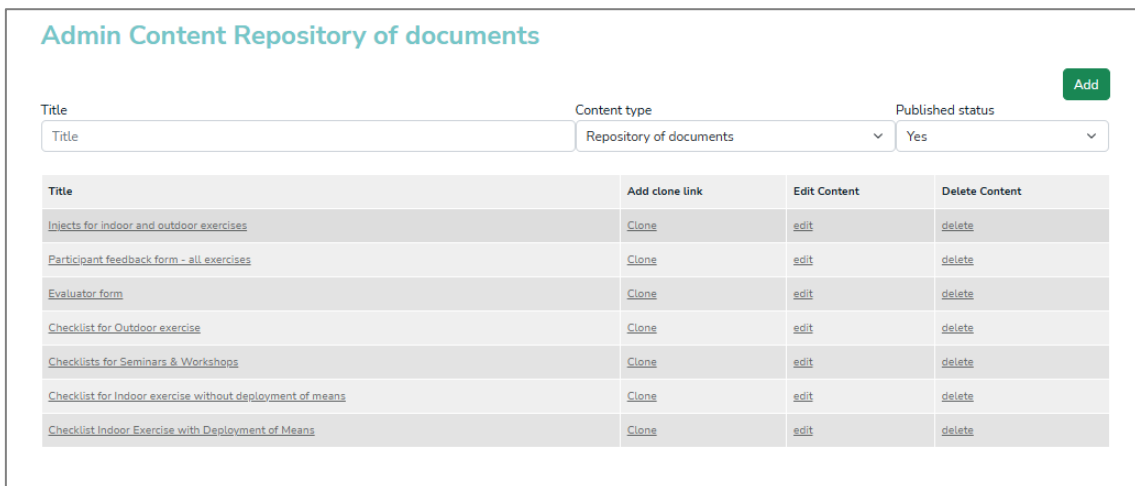
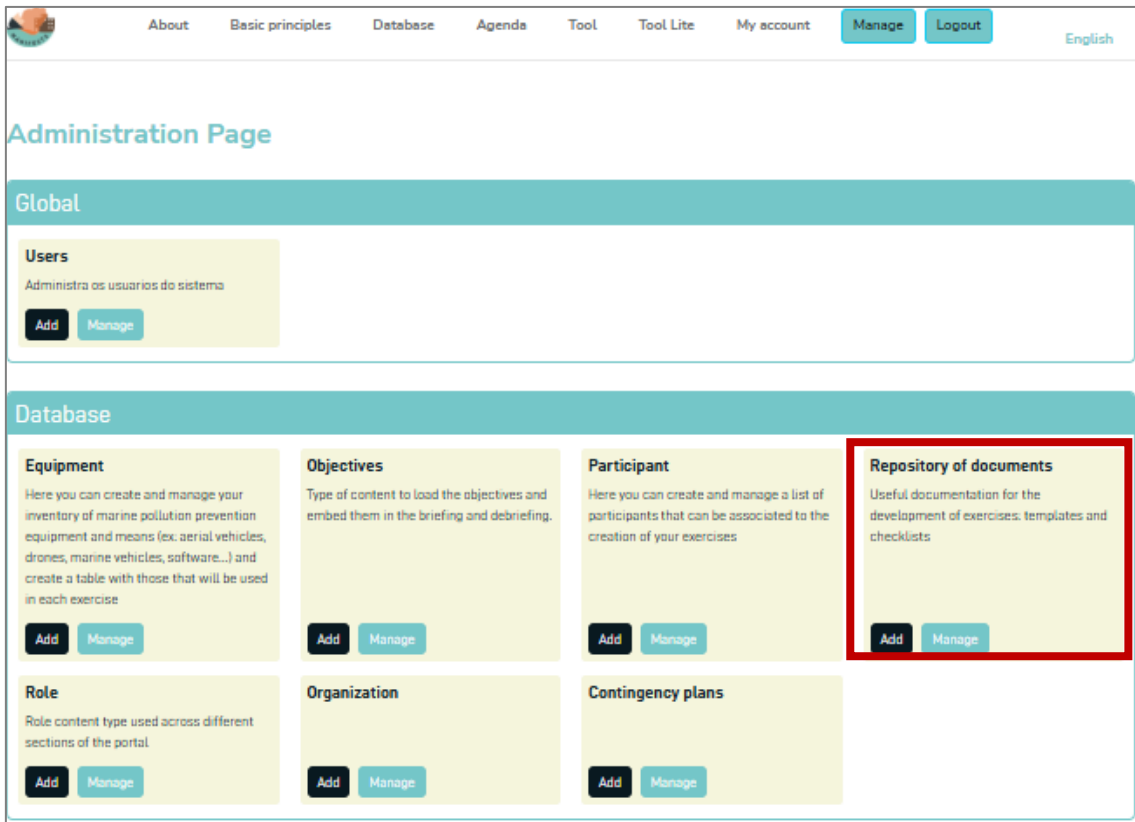


Fig. 6. Repository of documents

## 4. The Exercise Tool Lite

The Exercise Tool Lite is an optimized and streamlined tool derived from the MANIFESTS Exercise Tool. As a lite, simplified, and user-friendly version, it offers selected key features of the Exercise tool module and provides a collaborative platform for coordinating the formulation of exercises by responsible organisations.

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The tool guides users in the formulation of exercises through a series of steps and associated forms in which information can be entered regarding location, background, scenario, resources, equipment used, etc. of the exercise. Once exercises have been performed, users will be able to evaluate the different aspects of the exercise (objectives, communication, coordination, etc.). Key information and resources from previous exercises can be stored and used in the formulation of new exercises.

The Exercise Tool Lite has the following features:

1. Design, preparation and evaluation of exercises, creation of a briefing and a debriefing report.
2. Multiple users: the tool allows multi-agency collaboration. It facilitates information sharing to support the joint preparation/evaluation of exercises.
3. Customizable reports: users can customise their reports by adding/removing/ordering sections and by exporting reports in different formats (DOC, PDF, XLS, JSON).
4. The Tool is available in two languages: English and Spanish.

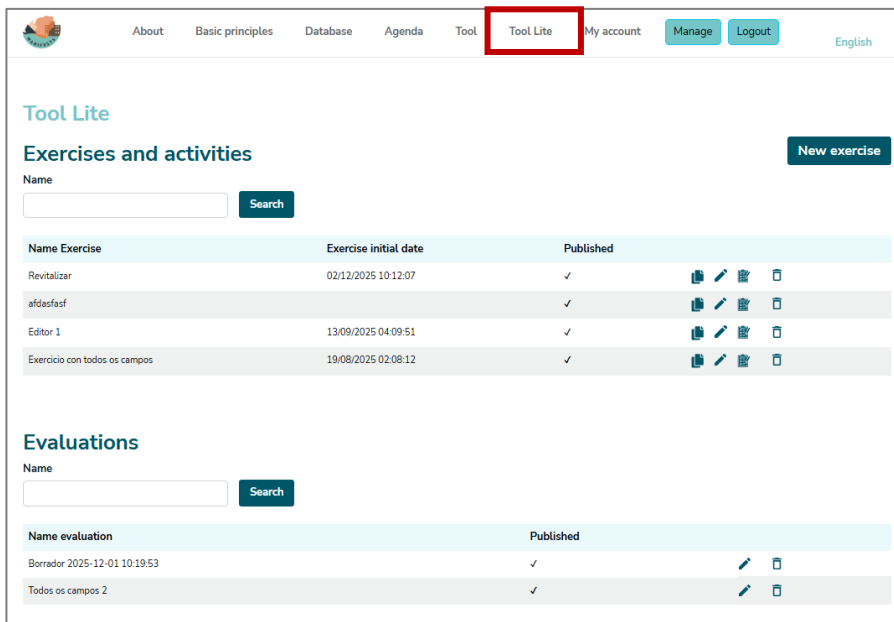
### 4.1 Users and home page

The tool is available in the MANIFESTS Exercise Tool website and can be accessed from the main menu by clicking on the “Tool Lite” section. Similarly to the Exercise Tool, for using it users can either register as permanent users or access as guest users:









- Registered users can save their exercises and reports, replicate exercises based on previous records, and upload, save, and edit data and documentation.
- Guest users can use all the tool’s functionalities and download the reports created during their session, but their data will be deleted within 24 hours.

Additionally, organisations interested in deploying the tool in their local server may contact [manifeststool@cetmar.org](mailto:manifeststool@cetmar.org) to request a portable version (Docker image) for their internal use.

Once logged into the application, the landing page displays a table listing the exercises created, as well as the exercise evaluations carried out using the tool (Fig. 7). Users can only access the exercises and evaluations they have created.



The screenshot shows the 'Tool Lite' home page. The navigation menu at the top includes 'About', 'Basic principles', 'Database', 'Agenda', 'Tool', 'Tool Lite' (highlighted in red), 'My account', 'Manage', and 'Logout'. The 'English' language option is also visible. The main content area is divided into two sections: 'Exercises and activities' and 'Evaluations'. The 'Exercises and activities' section has a search bar and a 'New exercise' button. Below it is a table with columns for 'Name Exercise', 'Exercise initial date', and 'Published'. The 'Evaluations' section also has a search bar and a table with columns for 'Name evaluation' and 'Published'.

Name Exercise	Exercise initial date	Published	
Revitalizar	02/12/2025 10:12:07	✓	 
afdesfasf		✓	 
Editor 1	13/09/2025 04:09:51	✓	 
Exercicio con todos os campos	19/08/2025 02:08:12	✓	 





Name evaluation	Published	
Borrador 2025-12-01 10:19:53	✓	 
Todos os campos 2	✓	 

Fig. 7. Tool Lite home page

## 4.2 Creating a new exercise

Once logged-in, users can create new exercises by clicking in the button “new exercise” in the top right corner. A new window will be opened with an upper menu displaying 10 steps for creating exercises (Fig 8).

All sections allow saving the information and going back or forwards in the process when creating the exercise report.

The screenshot shows the 'Create Tool Lite' interface. At the top, there is a progress bar with 10 numbered steps: 1. Name, 2. Location, 3. Objectives, 4. Preliminary, 5. Resources, 6. Scenery, 7. Development, 8. Communications, 9. Related info, and 10. Annex. Step 1 is highlighted. Below the progress bar, the 'Name' section is active. It includes a text input field for 'Exercise name \*', two date pickers for 'Exercise initial date' and 'Exercise final date', a file upload area for 'Logo' (with 'Choose File' and 'No file chosen' buttons), and a text input field for 'Organizations'. Below the 'Organizations' field, there is a small text note: 'Enter characters and select an entity from the database or type to create a new one. Drag to re-order content items.'

Fig. 8. Creating a new exercise

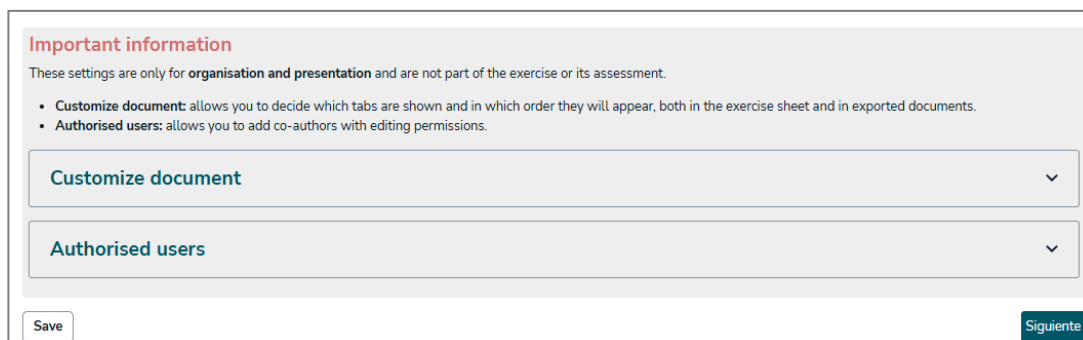
### 1. Name

Users must enter the mandatory field “name of the exercise”, and complete the fields related to the initial and final date of the exercise, logo and the list of organisations participating. Organisations can be selected directly from the database or entered as new records here.

At the bottom of this page, there is a text note that shows important information regarding two additional sections named “customize document” and “authorised users”. These sections are also available at the end of the process when creating exercises (Fig 9).

The section “customize document” enables the selection of the information fields to be displayed in the final document of the exercise and the determination of their order of appearance, both in the exercise template and in the exported documents.

Selecting “Authorised users” enables the addition of co-authors with editing privileges.



**Important information**

These settings are only for **organisation and presentation** and are not part of the exercise or its assessment.

- **Customize document:** allows you to decide which tabs are shown and in which order they will appear, both in the exercise sheet and in exported documents.
- **Authorised users:** allows you to add co-authors with editing permissions.

Customize document ▼

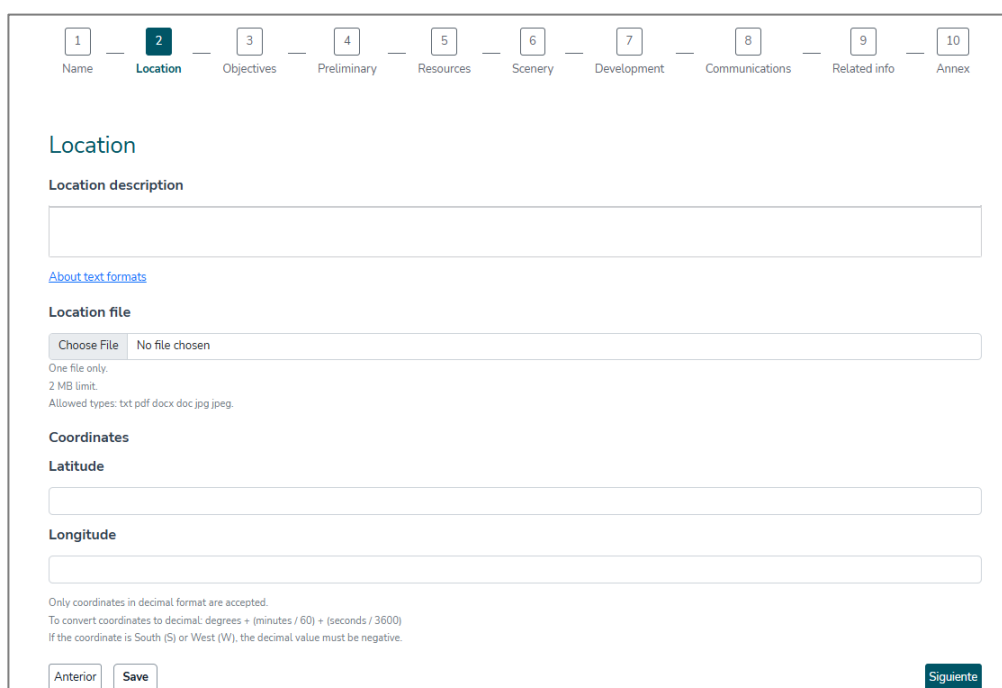
Authorised users ▼

Save Siguiente

Fig. 9 Settings for editing the exercise report and for the authorisation of users

## 2. Location

Users may enter here the location description of the exercise, additional files in the format of JPG, DOC/DOCX, TXT or PDF, and the coordinates of the location of the exercise in decimal format (Fig. 10).



1 — 2 — 3 — 4 — 5 — 6 — 7 — 8 — 9 — 10  
Name — **Location** — Objectives — Preliminary — Resources — Scenery — Development — Communications — Related info — Annex

### Location

Location description

[About text formats](#)

Location file

Choose File No file chosen

One file only.  
2 MB limit.  
Allowed types: txt pdf docx doc jpg jpeg.

Coordinates

Latitude

Longitude

Only coordinates in decimal format are accepted.  
To convert coordinates to decimal: degrees + (minutes / 60) + (seconds / 3600)  
If the coordinate is South (S) or West (W), the decimal value must be negative.

Anterior Save Siguiente

Fig. 10. Location of the exercise

## 3. Objectives

The general objectives of the exercise can be entered in section 3 (Fig. 11). Users can either retrieve objectives from their database or create them directly within this form and store them for future use. Objectives can be reordered using drag and drop.

Once the exercise has been carried out, the performance of these objectives can be evaluated during the evaluation phase.

Fig. 11. Objectives of the exercise

## 4. Preliminary information

This section includes information about the context, and the description of assumptions of the exercise. The context will describe the general background and purpose of the exercise, why it is being conducted, who is involved, and under what general conditions it takes place. The exercise assumptions are statements that define the conditions accepted for the purpose of the exercise, which may include assumptions about available resources, weather conditions, equipment functionality, etc.

In this section users can also indicate which contingency plans will be activated during the exercise (either taken from the DB or added in this section) and the phase in which they were activated (Fig. 12). They can also upload any relevant documents related to the exercise assumptions and context.

Fig. 12. Preliminary info

## 5. Resources

This section (Fig. 13) includes information related to both human resources participating in the exercise (coordinator of the exercise, facilitator, evaluator, coordinator of operations, observer, participant, etc.) and equipment resources that will be used for the activities of the exercise (boomers, dispersants, tanks, buoys, etc.)

Both types of resources may be retrieved from the database or created directly within this form and stored for future use.

The screenshot displays the 'Resources' section of the Exercise Tool Lite interface. At the top, a navigation bar contains ten tabs: 1 Name, 2 Location, 3 Objectives, 4 Preliminary, 5 Resources (active), 6 Scenery, 7 Development, 8 Communications, 9 Related info, and 10 Annex. Below the navigation bar, the 'Resources' section is divided into two main categories: 'Human resources' and 'Equipment resources'. Each category has a 'Collapse' button and an 'Add' button. The 'Human resources' section includes a 'Role' dropdown menu and an 'Order' dropdown menu. The 'Equipment resources' section includes an 'Equipment' dropdown menu and an 'Equipment quantity' input field. At the bottom of the form, there are buttons for 'Anterior', 'Save', and 'Siguiente'.

Fig. 13. Resources

## 6. Scenario

The exercise scenario describes the situation that drives the exercise and describes what has happened, what is happening and elements such as the scene, the timeline of events, affected area, initial conditions, etc. Users can also upload any supporting documentation (Fig. 14).

The screenshot shows the 'Create Tool Lite' interface with a progress bar at the top containing 10 numbered steps: 1 Name, 2 Location, 3 Objectives, 4 Preliminary info, 5 Resources, 6 Scenario (highlighted), 7 Development, 8 Communications, 9 Related info, and 10 Annex. Below the progress bar, the 'Scenario' section is active. It includes a 'Scenario description' text area, a link for 'About text formats', and a 'Scenario file' section with a 'Choose File' button and 'No file chosen' text. Below the file selection, it specifies 'One file only', '2 MB limit', and 'Allowed types: txt pdf docx doc jpeg jpeg'.

Fig. 14. Exercise scenario

## 7. Development of the exercise

Section 7 includes the exercise storyboard that describes sequentially how the exercise will develop over time. The storyboard will include the sequence of key events, actions, and decision points in an exercise. In this section users will be able to include the sequence of events by selecting the time and hour and describing the actions taking place (Fig. 15).

The screenshot shows the 'Development' section of the 'Create Tool Lite' interface. The progress bar at the top highlights step 7 'Development'. The main area is titled 'Development' and contains an 'Exercise storyboard' table. The table has columns for 'Development', 'Hour', and 'Action'. The 'Hour' column has a date input field with a calendar icon and a time input field with a clock icon. Below the table is an 'Add to Exercise storyboard' button. At the bottom, there are 'Anterior', 'Save', and 'Siguiente' buttons. A 'Collapse' button is also visible next to the table header.

Fig. 15. Development of the exercise

## 8. Communications

The primary communication channels to be used during the exercise will be detailed in Section 8. This section will identify the main VHF channel, the designated alternative channel, and any additional communication channels. It will also specify the communication protocol to be used, including how all transmissions shall begin.

The screenshot shows a web interface with a navigation bar at the top containing 10 numbered tabs: 1 Name, 2 Location, 3 Objectives, 4 Preliminary, 5 Resources, 6 Scenery, 7 Development, 8 Communications (highlighted), 9 Related info, and 10 Annex. Below the navigation bar, the 'Communications' section is displayed. It features four text input fields, each with a 'Save' button to its right. The first field is labeled 'Main VHF channel', the second 'Alternative VHF channel', the third 'Others', and the fourth 'All communications shall begin with'. Each input field is followed by a blue link labeled 'About text formats' and a bulleted list of formatting rules: 'No HTML tags allowed.', 'Lines and paragraphs break automatically.', and 'Web page addresses and email addresses turn into links automatically.' At the bottom left of the form are 'Anterior' and 'Save' buttons, and at the bottom right is a 'Siguiente' button.

Fig. 16. Communications during the exercise

## 9. Related information

In this section users can describe complementary information such as: 1) Oceanometeorological information that describes the sea and weather conditions (currents, waves, predictions, etc.), 2) environmental information that describe the type of environment where the exercise took place, bathymetry, protected areas, aquaculture areas, etc., 3) safety issues addressing risk prevention and response measures to protect personnel and equipment, such as personal protective equipment, safety procedures, emergency and evacuation plans, etc., 4) logistics that cover the resources and support required to conduct the exercise successfully, including transportation, organisation of groups, deployment of equipment, etc. 5) Support file or documents that can be uploaded.

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1 — 2 — 3 — 4 — 5 — 6 — 7 — 8 — **9** — 10  
Name — Location — Objectives — Preliminary — Resources — Scenery — Development — Communications — **Related info** — Annex

### Related info

Oceano-meteorological information

[About text formats](#)

File oceano-meteorological info

Choose File No file chosen

One file only.  
2 MB limit.  
Allowed types: txt pdf docx doc jpeg

Environmental information

[About text formats](#)

File environmental

Choose File No file chosen

One file only.  
2 MB limit.  
Allowed types: txt pdf docx doc jpeg

Safety

[About text formats](#)

File safety

Choose File No file chosen

One file only.  
2 MB limit.  
Allowed types: txt pdf docx doc jpeg

Logistics

[About text formats](#)

File logistics

Choose File No file chosen

One file only.  
2 MB limit.  
Allowed types: txt pdf docx doc jpeg

Other (related info)

Fig. 17. Complementary information

## 10. Annexes

Additional documents such as maps, photographs, administrative and legal documentation, participant lists, authorizations and permissions, etc. can be attached at the end of the process in section 10 “annex”.

Similarly to section 1, this final section shows the document customization tool, that allows selecting which sections will be visible in the final report and their order, as well as the authorized users.

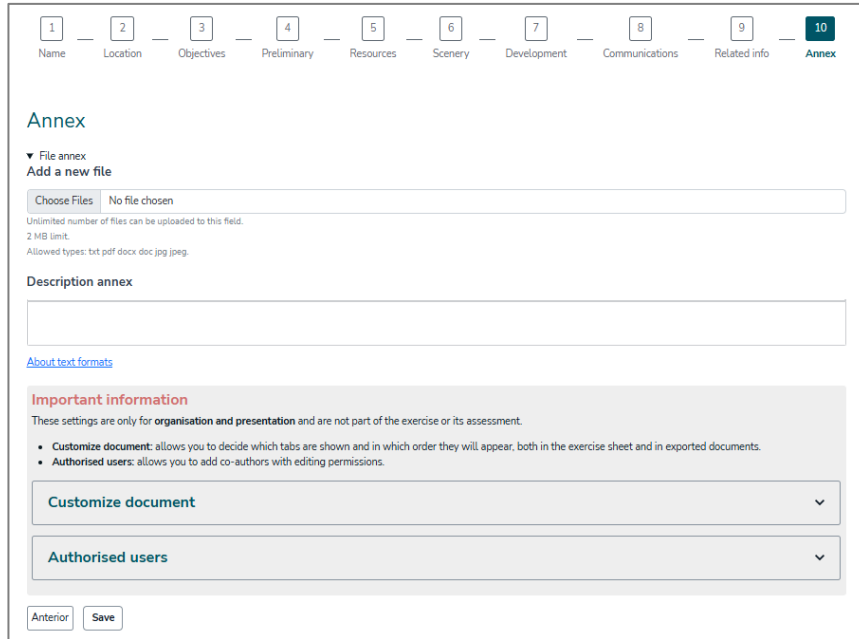


Fig. 18. Annexes

## 4.3 Evaluating an exercise

Once an exercise has been created in the database, users can proceed with its evaluation. From the list of available exercises, they can initiate the evaluation by clicking the corresponding Evaluation button of each exercise (Fig. 19).

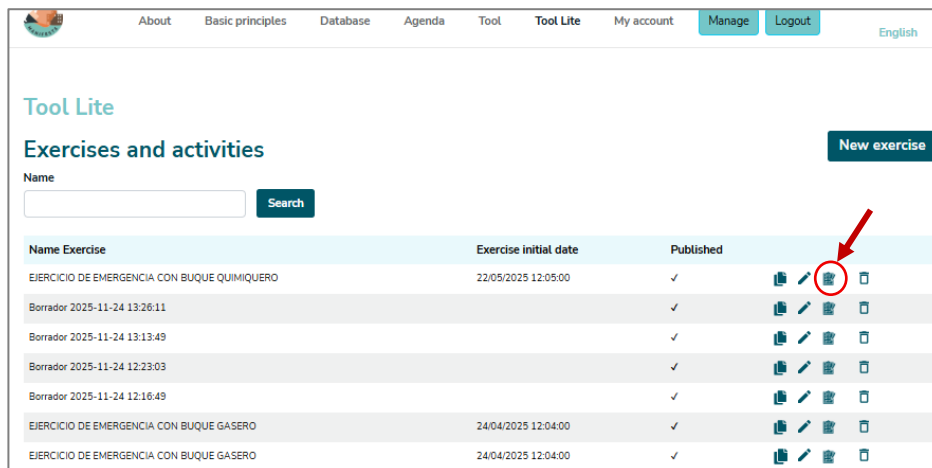


Fig. 19. Evaluating an exercise

### 1. Evaluating exercise objectives

Users can evaluate exercise objectives by assessing them in the evaluation form. In the Tool Lite, this evaluation can be conducted by reviewing the initial objectives and

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assigning scores that measure the degree of achievement. For each objective and score, users can describe observations describing whether objectives were fully achieved, partially achieved or not achieved (Fig. 20).

Similarly to the creation of new exercises, at the bottom of the first and last section of the process of evaluation, users are enabled to add co-authors with editing privileges in section “Authorised users”.

**Create Evaluation tool lite**

Exercise name \*

Tool lite exercise

EJERCICIO DE EMERGENCIA CON BUQUE QUIMIQUERO

1 Goals 2 Communications 3 Related info 4 Conclusions 5 Improvement proposals 6 Files

Goals

Hide row weights

General objectives	Score	Observations	Order
General objectives Ensayar la constitución de las estructuras de respuesta y co...			0
General objectives Evaluar el grado de coordinación entre las diferentes Admi...			0
General objectives Propuesta de la revisión del Plan Marítimo Nacional (5476)			0
General objectives Localización de los grupos de respuesta en el manejo de lo...			0
General objectives Establecer las fases y situaciones de la emergencia (5500)			0

Add to General objectives

Authorised users

Save Siguiente

Fig. 20. Evaluating the objectives of the exercise

## 2. Evaluating communications

The evaluation of communications during an exercise assesses the effectiveness and reliability of communication systems and procedures used in the exercise. The tool allows users to describe how communications performed during the exercise and if there were any incidences or failures to report.

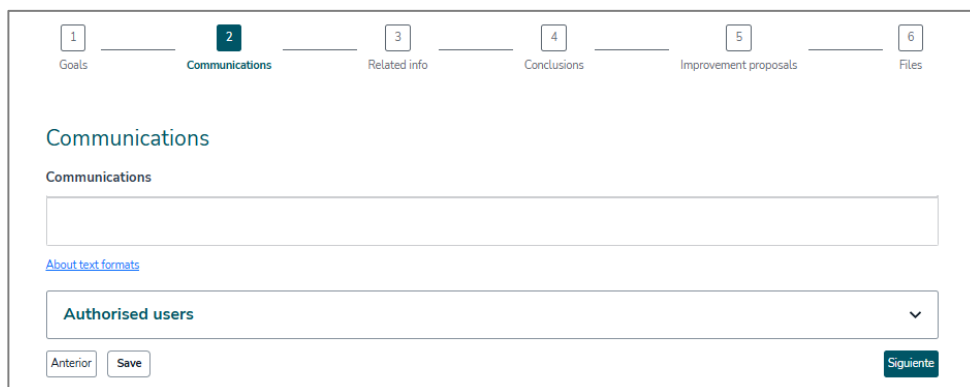


Fig. 21. Evaluating communication systems

### 3. Related info

In this section users can provide more information about the performance of the exercise and report any incidences that may have occurred.

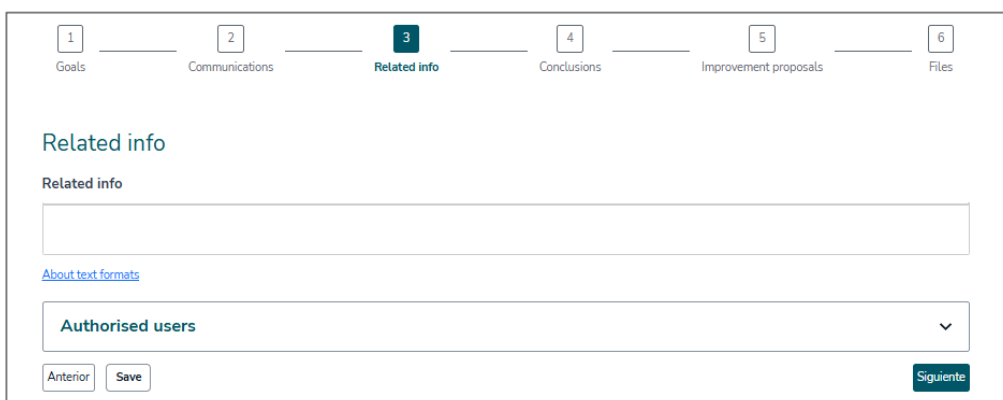


Fig. 22. Related info

### 4. Conclusions

This section can be used to summarise the overall assessment of the exercise, including a summary of key findings, objectives achieved, identification of major challenges, lessons learned that can be applicable to future exercises, etc. (Fig. 23).

The screenshot shows the 'Conclusions' section of the Exercise Tool Lite interface. At the top, there is a navigation bar with six tabs: 'Goals', 'Communications', 'Related info', 'Conclusions', 'Improvement proposals', and 'Files'. The 'Conclusions' tab is currently selected and highlighted in dark blue. Below the navigation bar, the title 'Conclusions' is displayed in a blue font. Underneath, there is a text input field for entering conclusions. A link labeled 'About text formats' is positioned below the input field. A dropdown menu labeled 'Authorised users' is located below the link. At the bottom of the section, there are three buttons: 'Anterior', 'Save', and 'Siguiente'.

Fig. 23. Conclusions

## 5. Improvement proposals

Based on the conclusions of the exercise and lessons learnt detailed in the previous section, users can describe in this section a list of key recommendations or improvement proposals to be considered in future training activities. This section should describe clearly which areas require improvement (coordination, response time, deployment of equipment, etc.) and propose practical measures to improve them.

The screenshot shows the 'Improvement proposals' section of the Exercise Tool Lite interface. At the top, there is a navigation bar with six tabs: 'Goals', 'Communications', 'Related info', 'Conclusions', 'Improvement proposals', and 'Files'. The 'Improvement proposals' tab is currently selected and highlighted in dark blue. Below the navigation bar, the title 'Improvement proposals' is displayed in a blue font. Underneath, there is a text input field for entering improvement proposals. A link labeled 'About text formats' is positioned below the input field. A dropdown menu labeled 'Authorised users' is located below the link. At the bottom of the section, there are three buttons: 'Anterior', 'Save', and 'Siguiente'.

Fig. 24. Improvement proposals

## 6. Files

As support documentation, the section “files” allows users to upload an unlimited number of files in the format of TXT, PDG, DOC, DOCX, JPG and JPEG documents.



Fig. 25. Files

## 4.4 Exporting reports

The Tool Lite allows users to export exercise and evaluation reports to text formats (DOC), with a pre-agreed content layout defined in the interface of the original tool, and to PDF, XLS and JSON format.

To export an exercise or an evaluation report, users can select an exercise or evaluation in the tables available at the Tool Lite home page. A new window will open that will allow selecting the exportation of the report to DOC, PDF, XLS or JSON format (Fig. 26).

## D3.4. The Exercise Tool Lite

23/03/26

### EJERCICIO DE EMERGENCIA CON BUQUE QUIMIQUERO

1. Name

2. Location

3. Objectives

4. Preliminary

5. Resources

6. Development

7. Scenery

8. Communications

9. Related Info

10. Annex

Fig. 26. Export options

To customize the exercise report, users can select which sections will be displayed in the final document of the exercise and reorder their appearance in the section “customize document” available in section 1 (name) and 10 (annex) of the exercise.