

Problems Encountered (check all that apply)	
<input type="checkbox"/> Congestion in hallways <input type="checkbox"/> Alarm/Notification not heard <input type="checkbox"/> Employees unsure of what to do <input type="checkbox"/> Staff unsure of response/responsibilities <input type="checkbox"/> Weather-related problems <input type="checkbox"/> Difficulties with evacuation of disabled personnel, customers or visitors <input type="checkbox"/> Personnel not accounted for/in attendance (note # below)	<input type="checkbox"/> Radio communication <input type="checkbox"/> network/computer problems <input type="checkbox"/> noise impedes communications <input type="checkbox"/> long time to evacuate building <input type="checkbox"/> personnel not serious about drill <input type="checkbox"/> confusion <input type="checkbox"/> doors or exits blocked <input type="checkbox"/> transportation <input type="checkbox"/> Interagency miscommunications <input type="checkbox"/> incident command problems <input type="checkbox"/> Other: _____
Extenuating Circumstances/Identified Factors/Special Condition Simulated:	
Mitigation/Plans for improvement (check all that apply)	
<input type="checkbox"/> Additional management training <input type="checkbox"/> Additional staff training <input type="checkbox"/> Address need for additional equipment	Apply and explain below <input type="checkbox"/> cooperative planning with responders <input type="checkbox"/> revised emergency procedures <input type="checkbox"/> Other
Explain Corrective Actions here:	
Signature of Person Conducting Drill:	
Date:	