#  Exercise Evaluation Guide

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| *Exercise Name:* Vaccine TTX*Exercise Date:* Insert Date | *Organization/Jurisdiction:*Locality | *Venue:*Location with Address |
| **Response** |
| *Core Capability:* PlanningConduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.  |
| *Exercise Objective:* Evaluate the ability of the locality to analyze incident information, develop and disseminate incident specific documentation through appropriate channels during the vaccination of the public in accordance with established plans, policies and procedures. |
| **Organizational Capability Target 1:** **Analyze information, develop, and disseminate planning products to support vaccination operations.*** *Critical Task:* Discuss the coordination plans for staffing the POD for multiple operational periods to sustain operations from early morning to late night for multiple days.
* *Critical Task:* Discuss plans for supporting citizens with access and functional needs at the different PODS.

**Sources:** Insert Plans |

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| **Organizational Capability Target** | **Associated Critical Tasks** | **Observation Notes and** **Explanation of Rating** | **Target Rating** |
| **Analyze information, develop, and disseminate planning products to support vaccination operations.** | * Discuss the coordination plans for staffing the POD for multiple operational periods to sustain operations from early morning to late night for multiple days.
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| * Discuss plans for supporting citizens with access and functional needs at the different PODS.
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|  |  | **Final Core Capability Rating** |  |

Evaluator Name

Evaluator E-mail

Phone

## Ratings Definitions

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| **Performed without Challenges (P)** | The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. |
| **Performed with Some Challenges (S)** | The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified. |
| **Performed with Major Challenges (M)** | The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws. |
| **Unable to be Performed (U)** | The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s). |