# 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:* Public Information and Warning  Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and  culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard and, as appropriate, the actions  Being taken and the assistance being made available. | | |
| *Exercise Objective:* Demonstrate the ability of the Public Information Officer to deliver coordinated, prompt and actionable incident information in response to the distribution of vaccine in locality in accordance with existing plans, policies and procedures. | | |
| **Organizational Capability Target 1: Deliver accurate, coordinated and timely vaccination information to all populations.**   * *Critical Task:*  Discuss the tracking of and response to citizen and media requests or inquiries, to include social media. * *Critical Task*: Discuss monitoring of the media and provide effective rumor control. * *Critical Task:* Discuss the coordination apress conference(s). * *Critical Task:* Discuss coordination of messaging for all populations.   **Source:**  Insert Plans | | |

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| **Organizational Capability Target** | **Associated Critical Tasks** | **Observation Notes and**  **Explanation of Rating** | **Target Rating** |
| **Deliver accurate, coordinated and timely incident information to the public.** | * Discuss the tracking of and response to citizen and media requests or inquiries, to include social media. |  |  |
| * Discuss monitoring of the media and provide effective rumor control. |  |
| * Discuss the coordination apress conference(s). |  |
| * Discuss coordination of messaging for all populations. |  |
|  |  | **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). |