



EMERGENCY PREPAREDNESS SURVEY

Level of Preparedness	Unprepared	Somewhat	Moderately	Mostly	Completely
For each item identified below, circle the number to the right that best fits your judgment.					
1. Do you have an Emergency Operations Plan (EOP) for your organization that has been reviewed in the past 12 months?	1	2	3	4	5
2. Is the EOP NIMS Compliant?	1	2	3	4	5
3. Does your EOP (if you have one) contain hazard-specific and functional annexes?	1	2	3	4	5
4. Have your employees been trained in emergency management concepts?	1	2	3	4	5
5. Has your organization conducted a hazard analysis and risk assessment in the past 12 months?	1	2	3	4	5
6. Have your employees been trained in the Incident Command System?	1	2	3	4	5
7. Does your organization have an evacuation plan?	1	2	3	4	5
8. Does your organization have an emergency notification system & usage policy?	1	2	3	4	5
9. Does your organization have a lockdown process or procedure?	1	2	3	4	5
10. Does your organization have an active shooter/workplace violence training program for employees?	1	2	3	4	5
11. Does your organization have an emergency operations center to manage an incident?	1	2	3	4	5
12. Does your plan identify employees who are trained to work in an emergency environment for extended periods of time?	1	2	3	4	5
13. Do your emergency planning efforts have executive level support?	1	2	3	4	5
14. Do your emergency planning efforts have support from employees?	1	2	3	4	5
15. Have you identified who your internal and external stakeholders are?	1	2	3	4	5
16. Does your organization have any pre-established agreements for emergencies with other companies?	1	2	3	4	5
17. Does your organization have a recognized emergency planning team?	1	2	3	4	5
18. Does your plan identify persons who are trained and have the authority to interact with the media?	1	2	3	4	5
19. Does your plan contain pre-drafted messaging for likely emergencies that your organization may encounter?	1	2	3	4	5
20. Does your organization have a mechanism to monitor social media outlets?	1	2	3	4	5
21. Does your organization have a mechanism and process to coordinate and cooperate with local emergency service providers?	1	2	3	4	5
22. Does your organization have a reunification plan?	1	2	3	4	5