

2011 Central US ShakeOut Survey

1. ABOUT THIS SURVEY

This survey is intended to serve both as a guide to evaluate your own ShakeOut activities, and to help us assess and improve upon the overall ShakeOut drill.

The survey is voluntary and completely confidential; your answers will not be linked to your name or email address in any published documents. The IP address for the computer you use will be collected with your answers, but this information will be deleted later to protect your privacy.

This survey will be closed on June 30th. Please complete it before that date. You may quit the survey at any time by clicking "Exit this Survey." You can stop and return later on the same computer to change or complete your entries, up until June 30th.

The survey should take about 10 minutes for individuals, and 15-20 minutes if answering the school or other organization questions. You must be at least 18 years old to participate.

This survey is being conducted by the [California State University at Fullerton](#), [RiskRED](#), the [Southern California Earthquake Center \(SCEC\)](#), and [Western Washington University](#). Findings from this survey will be posted on the ShakeOut website at www.shakeout.org/centralus/evaluation.

If you have any questions or comments about this survey, please send a note to info@shakeout.org.

Thank you!

*** 1. Participation in the survey is voluntary. No identifying information about you or any school or organization you may represent will be included in any published reports.**

Yes, I would like to proceed to the survey

Your answer to the next question will determine which part of the survey we will ask you about.

*** 2. Please indicate on whose behalf you are completing this survey.**

A K-12 School District, a county Office of Education, or a group of private schools

A school (K-12)

A homeschool

A college or university

An organization (business, government agency, community group, religious group, etc.)

Myself (and my household)

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3. SCHOOL DISTRICT - DESCRIPTION

*** 4. This report is on behalf of:**

A public school district

A county office of education

A group of private schools

*** 5. Approximate total numbers for our schools:**

# Schools	<input type="text"/>
# Pre-K Students	<input type="text"/>
# Primary/Elementary Students	<input type="text"/>
# Middle/Junior High Students	<input type="text"/>
# High School Students	<input type="text"/>
# Teachers	<input type="text"/>
# All other staff	<input type="text"/>

6. Approximate proportion of students in our school district receiving subsidized lunches

0-25% 26-50% 51-75% 76-100% N/A

7. Approximate proportion of students in our school district who are English Language Learners (ie English is NOT their mother tongue).

0-25% 26-50% 51-75% 76-100% N/A

8. The location of our schools is:

9. Do you consider your school district to be mostly:

Urban

Suburban

Rural

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4. SCHOOL DISTRICTS - PREPAREDNESS

The next few questions are about things that may have happened before the most recent ShakeOut drill.

★ **10. Our schools are instructed to do the following types of drills:**

	Never or almost never	1 X every couple of years	1 X year	2-3 X year	4 X year or more	Don't Know
Fire drill	jn	jn	jn	jn	jn	jn
Drop, Cover, and Hold On drill in classroom	jn	jn	jn	jn	jn	jn
Simulation drill including response (ie. Incident Command/Incident Management)	jn	jn	jn	jn	jn	jn
Lock-down or shelter-in-place drill	jn	jn	jn	jn	jn	jn
Family reunification	jn	jn	jn	jn	jn	jn

★ **11. In our schools:**

	All or Most	Some	None	Don't Know
Site maps and neighborhood maps have hazards, resources, assembly areas and evacuation routes	jn	jn	jn	jn
Staff and students are encouraged to prepare for disasters at home and provided support material for doing so	jn	jn	jn	jn
Students receive instruction in family earthquake preparedness	jn	jn	jn	jn
Students receive instruction in structural /non-structural earthquake safety	jn	jn	jn	jn
Special needs of staff or students with disabilities have been identified and planned for	jn	jn	jn	jn
Individual staff who may need to be released have identified themselves in advance	jn	jn	jn	jn
Schools know whether they are expected to provide emergency shelter in association with our local Red Cross Chapter or local government	jn	jn	jn	jn
There are plans for an alternate school site for school continuity following a disaster	jn	jn	jn	jn
There are plans for alternate schedules and methods as needed for continuing instruction during a period of school closure due to disaster	jn	jn	jn	jn
There is off-site secure back-up of educational records and emergency contact and release information in an alternate location, should these be destroyed in a disaster	jn	jn	jn	jn
We have insurance coverage for school disaster risk	jn	jn	jn	jn

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*** 12. Our schools involve parents in learning the reunification process by:**

	All or Most	Some	None	Do Not Know
Sending a letter home to parents	jn	jn	jn	jn
Discussing this in PTA/PTSA meetings	jn	jn	jn	jn
Requiring all parents to update their list for emergency release at least annually	jn	jn	jn	jn
Practicing our family reunification procedures with parent volunteers during annual drills	jn	jn	jn	jn
Practicing our family reunification procedures with all students and families	jn	jn	jn	jn

Comments:

*** 13. Our school district, group of schools, or county office has a Disaster Management or Emergency Preparedness Plan:**

jn Yes

jn No

*** 14. Our school district, group of schools, or county office has a Disaster Management or Emergency Preparedness Committee:**

jn Yes

jn No

*** 15. Our school district, group of schools, or county offices has a designated coordinator for Disaster and Emergency Management**

jn Yes

jn No

If YES, what percentage of their time is devoted to these functions?

*** 16. In our schools:**

	All or Most	Some	None	Don't Know
School buildings meet all current standards for earthquake safety	jn	jn	jn	jn
Tall or heavy furnishings that could fall or slide during earthquake shaking, and kill or injure people, are properly secured to wall studs	jn	jn	jn	jn
Supplies, lighting fixtures, roof elements, railings and parapets, heating and cooling devices, kitchen equipment, storage tanks and other items that could kill or injure people, or disrupt educational continuity, are secured	jn	jn	jn	jn
Hazardous materials are limited, isolated, eliminated and secured	jn	jn	jn	jn
Exit routes are marked, are kept clear and unlocked	jn	jn	jn	jn
Smoke detectors, fire alarms, automatic sprinkler systems, fire hoses, and fire extinguishers are in place and maintained regularly	jn	jn	jn	jn
Emergency lighting is in place for areas where it may be needed	jn	jn	jn	jn

Other (please specify)

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* 17. In our schools:

	All or Most	Some	None	Do Not Know	N/A
Portable classrooms are securely fastened to the ground on their foundations	jn	jn	jn	jn	jn
Schools near the coast have plans for evacuation to a safer location due to tsunami hazard	jn	jn	jn	jn	jn
Schools near a hazardous materials site have plans for evacuation to a safer location	jn	jn	jn	jn	jn

* 18. In our schools:

	All or Most	Some	None	Don't Know
Teachers and staff are instructed that they are expected to stay at school as disaster service workers in case of an emergency	jn	jn	jn	jn
Teachers and staff are expected to report to work in case an earthquake occurs at any hours when children may be at school or between home and school	jn	jn	jn	jn
Teachers and staff are instructed in how to use a fire extinguisher	jn	jn	jn	jn
Emergency Go-Bags must be available in each classroom	jn	jn	jn	jn
Other (please specify)	<input type="text"/>			

* 19. We consider the following elements to be important aspects fo "Drop, Cover, Hold On" and evacuation drills in our schools:

	VERY IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
When the drill begins students adopt the "Drop, Cover, Hold On" position and stay there "during the shaking"	jn	jn	jn
When the drill begins teachers adopt the "Drop, Cover, Hold On" position and stay there "during the shaking"	jn	jn	jn
Following the "shaking" teachers and staff check to see if anyone is injured (and offer transport or treatment as appropriate)	jn	jn	jn
Following the "shaking" teachers/staff lead students out of the building in a quiet and orderly evacuation, using 2-class buddy-system where possible	jn	jn	jn
Students, faculty and staff assemble in safe area outside following the "shaking"	jn	jn	jn
Staff complete a status report form on injured/missing for each room	jn	jn	jn
Other (please specify)	<input type="text"/>		

* 20. I would like to report now on:

Participation of our schools in the ShakeOut drill

Participation of our District Office or Headquarters in the ShakeOut Drill

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17. ORGANIZATION - PREPAREDNESS

The next questions are about things that may have happened before the most recent ShakeOut drill.

* **87. Including the ShakeOut, how often does your organization participate in the following types of drills?**

	Never or almost never	1 X Every couple of years	1 X Year	2-3 X Year	4X Year or more
Fire drill	jn	jn	jn	jn	jn
Drop, Cover, and Hold On drill	jn	jn	jn	jn	jn
Simulation drill including response (ie. ICS/NIMS)	jn	jn	jn	jn	jn
Lock-down or shelter-in-place drill	jn	jn	jn	jn	jn
Other (please specify)					
<input style="width: 250px; height: 15px;" type="text"/>					

* **88. Does your organization:**

	YES	NO	DON'T KNOW	NOT APPLICABLE
Have site and neighborhood maps?	jn	jn	jn	jn
Identify evacuation routes and locations?	jn	jn	jn	jn
Encourage staff to prepare for disasters at home?	jn	jn	jn	jn
Provide for staff training in earthquake preparedness?	jn	jn	jn	jn
Identify and plan for staff with special needs?	jn	jn	jn	jn
Allow individual staff who may need to be released identify themselves in advance?	jn	jn	jn	jn
Have plans for evacuation to a safer location (if located near the coast or a hazardous materials site)?	jn	jn	jn	jn
Respond to disasters in the community as part of its mission?	jn	jn	jn	jn
Have plans for an alternate work site for business continuity?	jn	jn	jn	jn
Have plans for alternate schedules/methods for business continuity?	jn	jn	jn	jn
Have off-site secure back-up of organizational records, emergency contact, and release information?	jn	jn	jn	jn
Have insurance coverage for disaster risk?	jn	jn	jn	jn

* **89. Does your organization have an Emergency or Disaster Preparedness Plan?**

jn Yes

jn No

* **90. Does your organization have a Disaster/Emergency Management Committee?**

jn Yes

jn No

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*** 91. Does your organization have a designated coordinator for Disaster and Emergency Management?**

Yes

No

If YES, what percentage of their time is devoted to disaster/emergency management?

*** 92. In your organization:**

	All or Most	Some	None	Don't Know
Emergency lighting is in place for areas where it may be needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exit routes are marked, and kept clear and unlocked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tall or heavy furnishings and equipment are secured to wall studs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous materials are limited, isolated, eliminated, and secured	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supplies, lighting fixtures, roof elements, railings and other items are secured	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Buildings meet all current standards for earthquake safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smoke detectors, fire alarms, automatic sprinkler systems, fire hoses, and fire extinguishers are in place and maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

*** 93. In your organization:**

	All or Most	Some	None	Not Applicable
Staff are taught how to use a fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff have practiced "Drop, Cover, and Hold On" in their offices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff have practiced evacuating buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff are taught that if they are outside they should exit to the assembly area and NOT go back inside	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff using hazardous or flammable materials are taught how to extinguish flames and isolate hazardous materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Go-Bags are available in each office or work area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

*** 94. Did your organization participate in the most recent ShakeOut drill?**

Yes

No

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18. ORGANIZATION - SHAKEOUT PARTICIPATION

* **95. Approximately what percentage of your organization participated in this year's ShakeOut drill?**

	All or most	Some	None	Don't Know
Administrators	jn	jn	jn	jn
Staff	jn	jn	jn	jn
Volunteers	jn	jn	jn	jn

Other (please describe)

* **96. What drill elements did you include in your drill this year?**

	YES	NO
Drop, Cover, and Hold On	jn	jn
Building Evacuation	jn	jn
Response simulation exercise	jn	jn

Other (please describe)

* **97. Which individuals were involved in your drill?**

	All or Most	Some	None
Management / administrative staff	jn	jn	jn
Other staff	jn	jn	jn
Volunteers	jn	jn	jn
Customers / clients / members	jn	jn	jn
People with disabilities	jn	jn	jn

Other (please specify)

* **98. Which organizations were involved in your drill?**

	YES	NO
Police Dept	jn	jn
Fire Dept	jn	jn
Red Cross	jn	jn
CERT Teams	jn	jn
City Emergency Operations Center	jn	jn
County Emergency Operations Center	jn	jn

Other (please specify)

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*** 99. Which ShakeOut resources did you use for your drill?**

	YES	NO
Drill broadcast or sound effects	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Documents from the ShakeOut website	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Shakeout Posters or Flyers	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Other (please specify)	<input type="text"/>	

*** 100. How did your organization perform "Drop, Cover, Hold On" and optional building evacuation drill elements?**

	All or Most	Some	None	Not Applicable
When the drill began, managers adopted the "Drop, cover and Hold On" position and stayed there "during the shaking"	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>
When the drill began, other staff adopted the "Drop, cover and Hold On" position and stayed there "during the shaking"	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Following the "shaking", staff checked to see if anyone was injured (and offered transport or treatment as appropriate)	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Following the "shaking", staff led people out of the building in a quiet and orderly evacuation	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Staff assembled in safe area outside following the "shaking"	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Staff completed a status report form on injured/missing for each room	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Other (please specify)	<input type="text"/>			

*** 101. If you conducted any building evacuations, please indicate the average Total Evacuation Time from the VERY START of the drill until the last staff arrived at the assembly area. This can be an estimate.**

(If you did not conduct a building evacuation, please enter "0" in both boxes.)

Minutes

Seconds

*** 102. Did you have problems with any of these issues?**

	YES	NO
Participants not knowing what to do when "Drop" or "Cover" or "Hold On" is not possible	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Limited drill due to weather	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Rescheduled full drill due to weather	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Distractions	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Management resistance or non-participation	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Staff resistance or non-participation	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Absenteeism at the time of the drill	<input type="text" value="j0"/>	<input type="text" value="j0"/>
Other (please specify)	<input type="text"/>	

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103. Were there any special challenges to including staff with disabilities?

YES

NO

If "Yes", please describe

5

6

* 104. In addition to participation in the drill, what other methods did your organization use to reinforce learning about disaster risk reduction and preparedness?

	YES	NO
Reflection and discussion after the drill	<input type="radio"/>	<input type="radio"/>
Formal instruction	<input type="radio"/>	<input type="radio"/>
Printed materials	<input type="radio"/>	<input type="radio"/>

Please describe any other valuable learning activities at your organization:

* 105. Has your organization evaluated (or does it plan to evaluate) this drill: (Please select ALL that apply.)

	YES	NO
Informally	<input type="radio"/>	<input type="radio"/>
Using self-evaluation forms	<input type="radio"/>	<input type="radio"/>
In departmental meetings	<input type="radio"/>	<input type="radio"/>
In staff meetings	<input type="radio"/>	<input type="radio"/>
Including outside observers	<input type="radio"/>	<input type="radio"/>
Written report	<input type="radio"/>	<input type="radio"/>

Other (please specify)

* 106. Did this year's ShakeOut lead to improvements in the following areas: (Please check ALL that apply.)

- Your Organization's Disaster Plan, policies or procedures
- Devoting more funds to emergency planning
- Reducing your physical exposure to risks
- Educating staff for disaster prevention
- Developing your preparedness to respond
- Involving staff more in disaster planning
- Seeking needed training
- Encouraging disaster planning at home
- Devoting more time to emergency planning
- It did not lead to making any improvements
- Other: (please specify)

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* 107. Did you do a full simulation drill? (mobilizing an incident command center, accounting for all staff, simulating response functions like light search and rescue, first aid, staff release)?

Yes

No

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19. ORGANIZATIONS - INCIDENT COMMAND DRILL

Please complete this section if your organization did an Incident Command Systems or Standard Emergency Management Systems drill.

* **108. Please rate your organization's drill for the following Incident Command System/Standard Emergency Management System functions:**

	EXCEEDS EXPECTATIONS	MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS	NOT PRACTICED
Incident command	jn	jn	jn	jn
Planning and intelligence	jn	jn	jn	jn
Operations	jn	jn	jn	jn
Logistics	jn	jn	jn	jn
Communications	jn	jn	jn	jn
Public information	jn	jn	jn	jn
Emergency supplies distribution	jn	jn	jn	jn
First Aid station	jn	jn	jn	jn
Light search and rescue	jn	jn	jn	jn
Assembly area	jn	jn	jn	jn
Rapid safety assessment	jn	jn	jn	jn
Fire suppression	jn	jn	jn	jn
Utilities control	jn	jn	jn	jn
Site security	jn	jn	jn	jn
Shelter	jn	jn	jn	jn
Sanitation	jn	jn	jn	jn
Nutrition	jn	jn	jn	jn

Were there problems with any of these functions? (If so, please describe)



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20. LESSONS LEARNED - Schools/Districts/Universities/Organizations

* **109. During a real disaster, how challenging do you expect the following issues to be?**

	SERIOUS	MODERATE	MINOR/NOT AN ISSUE
Physical safety	jn	jn	jn
Communications	jn	jn	jn
Shelter	jn	jn	jn
Nutrition	jn	jn	jn
Medication/equipment for people with disabilities	jn	jn	jn
Organizational continuity	jn	jn	jn
Family reunification	jn	jn	jn
Transportation	jn	jn	jn
People with special needs	jn	jn	jn
First aid	jn	jn	jn
Search and rescue	jn	jn	jn
Psychosocial support	jn	jn	jn

Please describe (these or any others)

110. What corrective measures will you take, and what changes will you implement next time?

111. Top three (3) lessons learned?

112. How can next year's ShakeOut be improved?

* **113. If the Central U.S. ShakeOut is held again next year, would your organization plan to participate?**

Yes

No

Maybe (don't know yet)

Comments:

(If you would like a blank copy of this questionnaire, you will have a chance to print a copy when you finish.)