

### Exercise Evaluation Requirements

There are general requirements for exercise evaluation according to DOE Order 151.1C:

- "Each exercise must have specific objectives and must be fully documented (e.g., by scenario packages that include objectives, scope, timelines, injects, controller instructions, and evaluation criteria). Exercises must be evaluated. A critique process, which includes gathering and documenting observations of the Participants, must be established. Corrective action items identified as a result of the critique process must be incorporated into the emergency management program. (DOE O 151.1C, Chapter IV, *Operational Emergency Hazardous Material Program*, Paragraph 4.b, *Exercises*)
- "Each exercise must be conducted, controlled, evaluated, and critiqued effectively and reliably." (DOE O 151.1C, Attachment 2, *CRD*, Paragraph 6, *Exercises*)



Evaluator Observing  
Consequence  
Assessment Area

More specific guidance is contained in DOE G 151.1-3, Chapters 3 and 4.

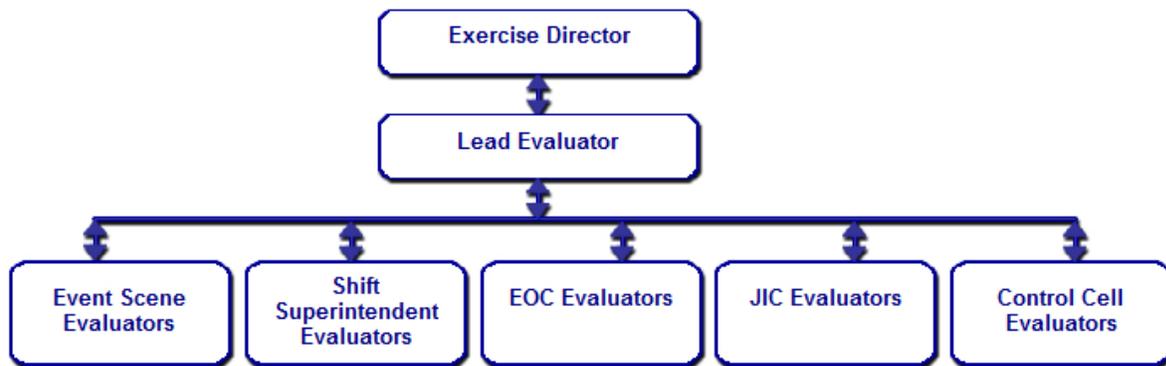
### Evaluation Organization

The value of exercise evaluation is the ability to provide constructive feedback (positive or negative) to improve and enhance the effectiveness of an organization's response to emergencies. Accurate and detailed documentation is critical in facilitating a full record of all the events in an exercise and an understanding of Responders/Players and Controllers actions.

The Evaluation Organization varies in number depending on the exercise scope and may include the following evaluation positions.

**Note:** Evaluators may be grouped into teams with a Team Leader.

**Instructions:** Functions of each position in the Evaluation Organization is described briefly in the table below.



Position	Responsibilities
<p><b>Exercise Director</b></p> 	<ul style="list-style-type: none"> <li>• Has overall responsibility for exercise planning, development, conduct, and evaluation</li> <li>• Provides the opportunity to meet exercise objectives</li> <li>• Starts, suspends and terminates the exercise</li> </ul>
<p><b>Lead Evaluator</b></p> 	<ul style="list-style-type: none"> <li>• Is a senior-level person who understands command and decision-making processes and interagency coordination, as well as specific response functions</li> <li>• Coordinates all evaluation functions including preparation of the <a href="#">After Action Report (AAR)</a> (see Glossary)</li> <li>• Observes, documents, and evaluates Controller and Responder/Player performances and adequacy of facilities and equipment</li> <li>• Ensures collection of all evaluation data, <a href="#">Exercise Evaluation Guides (EEGs)</a> (see Glossary), and materials after the exercise</li> </ul>
<p><b>Evaluators</b></p> 	<ul style="list-style-type: none"> <li>• Observe, document, and evaluate Controller and Responder/Player performance and adequacy of facilities and equipment in assigned facility/area(s)</li> <li>• Record key events and times as they occur</li> <li>• Collect data information as it is distributed during the exercise</li> </ul>

**Exercise Evaluation Section Quiz**

**Instruction:** Select the one best answer. Answers are given following this quiz.

- 1 of 4: Which of the following is a general requirement for exercise evaluation according to DOE Order 151.1C and DOE Guide 151.1-3?
- A. Each exercise must have specific objectives and must be fully documented (e.g., by scenario packages that include objectives, scope, timelines, injects, controller instructions, and evaluation criteria)
  - B. Exercises must be evaluated. A critique process, which includes gathering and documenting observations of the Participants, must be established
  - C. Each exercise must be conducted, controlled, evaluated, and critiqued effectively and reliably
  - D. All of the above
- 2 of 4: The Evaluation Organization's role is to \_\_\_\_\_.
- A. Document Responder/Player performance
  - B. Evaluate adequacy of facilities and equipment
  - C. Evaluate Responder/Player performance against established emergency plan/procedures and exercise evaluation criteria
  - D. All of the above
- 3 of 4: A Lead Evaluator is responsible for the coordination of all evaluation functions including preparation of the After Action Report that identifies findings and recommends corrective actions.
- A. True
  - B. False
- 4 of 4: Evaluators do which of the following?
- A. Observe, document, and evaluate Controller and Responder/Player performance and adequacy of facilities and equipment in assigned facility/area(s)
  - B. Record key events and times as they occur
  - C. Collect data information as it is distributed during the exercise
  - D. All of the above

**Exercise Evaluation Section Quiz Answers (Note: Correct Answers are in bold)**

- 1 of 4: Which of the following is a general requirement for exercise evaluation according to DOE Order 151.1C and DOE Guide 151.1-3?
- A. Each exercise must have specific objectives and must be fully documented (e.g., by scenario packages that include objectives, scope, timelines, injects, controller instructions, and evaluation criteria)
  - B. Exercises must be evaluated. A critique process, which includes gathering and documenting observations of the Participants, must be established
  - C. Each exercise must be conducted, controlled, evaluated, and critiques effectively and reliably
  - D. All of the above**
- 2 of 4: The Evaluation Organization's role is to \_\_\_\_\_.
- A. Document Responder/Player performance
  - B. Evaluate adequacy of facilities and equipment
  - C. Evaluate Responder/Player performance against established emergency plan/procedures and exercise evaluation criteria
  - D. All of the above**
- 3 of 4: A Lead Evaluator is responsible for the coordination of all evaluation functions including preparation of the After Action Report that identifies findings and recommends corrective actions.
- A. True**
  - B. False
- 4 of 4: Evaluators do which of the following?
- A. Observe, document, and evaluate Controller and Responder/Player performance and adequacy of facilities and equipment in assigned facility/area(s)
  - B. Record key events and times as they occur
  - C. Collect data information as it is distributed during the exercise
  - D. All of the above**