PRINCIPLES OF EXERCISING

EXERCISE DESIGN WORKSHOP

Lesson I

Time: 1.75 hrs.

PRINCIPLES OF EXERCISING

Subobjective 1: Upon completion of this unit, the participant will be able to define an exercise in an emergency management context.

Subobjective 2: Upon completion of this unit, the participant will be able to demonstrate his/her knowledge of the role and purpose of exercising in an emergency management environment.

Subobjective 3: Upon completion of this unit, the participant will demonstrate knowledge of a standard exercise typology and be able to differentiate among those exercise types. He/she will be able to answer questions about how those types might be utilized to satisfy system needs of an emergency management system.

Subobjective 4: Upon completion of this unit, the participant will have been provided with a basis for further inquiry on the subject of exercising in an emergency management environment.

PRINCIPLES OF EXERCISING

Introduction

Whenever the topic of exercises/exercising arises in conversations among persons having emergency management responsibility, talk may be overheard of table-top (or desk-top) exercises, Emergency Operations Simulations (EOS), hospital exercises, mock disaster drills, mass casualty incidents and the like. Everyone talks as though his/her counterpart understood what was being said. "I just had a simulated school bus accident in which we used local scouts as victims and our rescue units did real well." That statement really does not describe either what the exercise was supposed to accomplish (objectives) or what type of exercise was utilized. Take another example, "We had a tornado exercise for our local officials." Again, it would be very difficult to decide what type of exercise took place and what purpose(s) it served. Rarely do persons discuss specifically what an exercise is -- or what it may be used for in the emergency management system. What an exercise is, and more importantly what its purpose is, shall be the focal point of this unit. Of equal importance will be the introduction and explanation of an exercise typology.

What Is An Exercise?

It may be stated that an exercise in the emergency management context is a practical tool to be used for testing, evaluating, planning, developing, training (initial or reinforcement) and demonstrating emergency management systems, their individual components, and their capabilities. (The latter functions in this definition have not traditionally been considered as major functions - usually only testing and evaluation are viewed as major functions, but exercises can and do contribute to demonstrating, training, planning and system development. Thus, one cannot define an exercise without inclusion of these and it is a fact that exercises may be used for broader purposes than often recognized.)

Broad Purposes of Exercising

Given the definition previously posed, the broad purposes of exercises are for:

Testing the emergency operations plans of an emergency management system. Testing via an exercise allows for a more objective assessment of operational readiness under a given plan - its scope and viability.

Evaluation of procedures and specific system components (or subsystems). An example might be the evaluation of the warning component only.

Planning for emergency operations through exercise(s) designed to aid the planning process. An exercise could play a major part in the revision of operations plans by pointing out deficiencies in local capabilities. Exercises also enable different agencies/individuals/component personnel to interface with one another and thus may give rise to informal procedures for a more effective coordination. These informal procedures may be translated into

concrete plans for future operations.

Development of system delivery capabilities by allowing participants to experience decision-making in a simulated disaster. Development is also enhanced via experience in the coordination of actions taken and in how those actions might affect the jurisdiction/political level(s) in an emergency.

Training of individual in a given jurisdiction in their emergency responsibilities/roles. This training might also be the reinforcement of skills and knowledge previously gained concerning the building and implementation of a comprehensive emergency management system and its capabilities.

Demonstration of any number of system components of an emergency management system to the jurisdictions officials. An example here might be to hold an exercise to demonstrate the concept of centralized, coordinated operations in time of emergency.

Previous Exercising Experience

You have been given a working definition of emergency management exercises and the broad purposes of exercising. Concurrent to this definition, you have seen several advantages that an exercise has over actual operations. Given this definition as well as the benefits an exercise might precipitate that cannot always be had during actual operations, you should now be able to relate this information to your own exercise experience. In the space provided, you should list the last three exercises you have held in your jurisdiction. Beside each exercise type and date, briefly describe the "why and how" of each exercise you have listed as well as any other information pertinent to the conduct of your exercises.

Type of Exercise	Exercise Dates	Why You Held It?
1.		
2.		
3.		

Exercise Types Defined

There are three broad categories of exercises available in the emergency management environment. These are:

Emergency Operations Simulations - also known simply as an EOS, these are emergency management exercises designed primarily to demonstrate the concept of centralized operations. In the process of this demonstration, participants in these exercises also get training in one another's respective emergency responsibilities. An EOS is not designed to test operations aspects of an emergency management system.

Planning Seminar Exercises - these exercises are primarily designed to elicit discussions and study of concern to the seminar participants. An informal type of exercise, the Planning Seminar Exercise is used to assist in the development of plans and procedures for operational personnel. Like the EOS, a Planning Seminar Exercise is not designed to be a testing or evaluating type of exercise.

Operational Exercises - unlike the EOS or the Planning Seminar Exercise these are designed primarily with the purpose of testing and evaluation in mind. Actual plans and procedures are used in this type of exercise and resources are not ordinarily simulated to the degree they would be in the other exercise types. Operational Exercises may be designed only for the EOC, for the total emergency management system or for a variety of system components.

SUMMARY OF EXERCISE TYPES

EMERGENCY OPERATIONS SIMULATION (EOS)

PLANNING SEMINAR EXERCISES

A. EOC PROCEDURAL DEVELOPMENT SEMINAR EXERCISE

B. EMERGENCY WELFARE SERVICES SEMINAR EXERCISE

C. OTHERS DEPENDING UPON NEEDS

OPERATIONAL EXERCISES

A. EOC SYSTEM EXERCISE

B. SUBSYSTEM EXERCISES

   1. RADEF
   2. COMMUNICATIONS
   3. RESCUE
   4. OTHERS TAILORED TO NEEDS

C. FIELD TEST EXERCISE

D. FULL SCALE OPERATIONAL EXERCISE

Retyping Your Previous Exercising Experience

In light of the exercise typology just introduced and discussed, use the space provided below to retype/reclassify those same exercises you classified on page 13 . You will have approximately ten (10) minutes to do this.

Type of Exercise	Change in Type? (y/n)	Justification for Change/No Change
1.		
2.		
3.		

Beginning Exercise Design

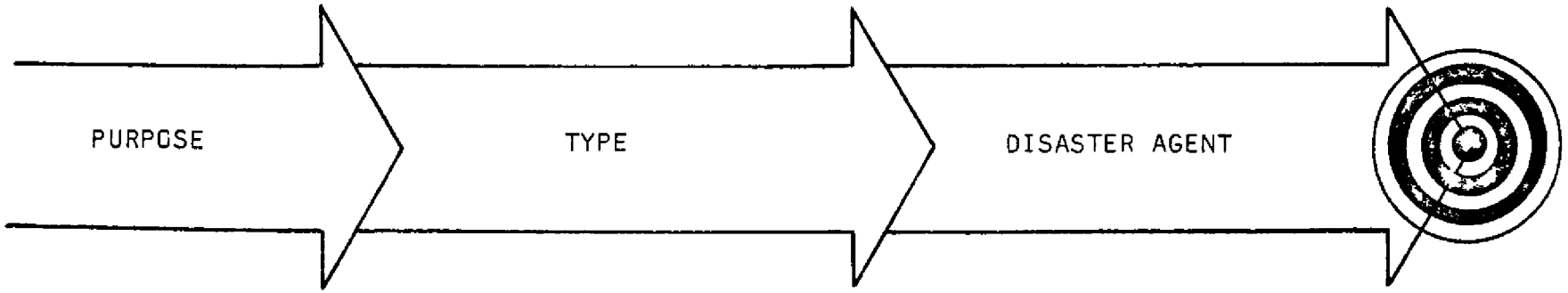
Before anyone in the emergency management environment can actually begin the design/development process for an individual (or single) exercise, several factors must be considered. Among these factors are the current state of readiness of the system to be exercised, the matching of system needs to suggested standards, the programming of the exercise type into a manageable sequence, and the like.

For instance, CPG 1-5, Standards for Civil Preparedness, suggests that a local emergency management jurisdiciton must provide adequate planning and exercising to enable it to perform the "mechanics of coordinated disaster response." Likewise, Part 8 of the Program Status Profile suggests minimum or other standards may be discerned via exercising.

Among the more important factors that must involve decision-making by the exercise designer are the match of needs with purpose of the exercise to be held, followed by a subsequent match of needs and purpose with exercise type, and finally the selection of a disaster agent to fit both purpose and type. Too often, the disaster agent is chosen first. This prevents many an emergency management jurisdiction from exercising on a comprehensive basis.

REMEMBER: Purpose first; type next; and disaster agent last.
See chart on the next page.

BEGINNING THE EXERCISE DEVELOPMENT PROCESS



- FROM 6 BROAD PURPOSES
- CHOSEN BY AN ANALYSIS OF SYSTEM STRUCTURE AND EXERCISE PROGRAMMING METHODOLOGY

- FROM EXERCISE TYPOLOGY
- CHOSEN VIA EXERCISE PROGRAMMING METHODOLOGY

- USING DISASTER AGENT TYPOLOGY AND DIMENSIONS OF A SPECIFIC AGENT
- LOCALIZED VIA THE HAZARD ANALYSIS
- MEETS BOTH PURPOSE AND TYPOLOGY CRITERIA

Unit Summary - Advantages of an Exercise

Given the definition and purposes of exercises, a standardized exercise typology and having a better understanding of general principles of exercising, what might be several things that could be best be accomplished via the use of an exercise - that is, what might an exercise be used to do that cannot be done (or easily done) during actual operations? Using the space provided, make your own listing of the advantages of various types of exercises. As a summary of this unit, be prepared to justify/discuss your listing.

Exercise Type	Advantages
1.	
2.	
3.	
4.	
5.	

(Of course, as the expression goes, "ain't nothing like the real thing", some facets of actual emergency operations may never be fully duplicated/simulated in an exercise, BUT the advantages of the use of an exercise usually far outweigh the disadvantages.)

NOTES

NOTES

EXERCISING TO MEET SYSTEM GOALS

EXERCISE DESIGN WORKSHOP

Lesson II Time: 2 hrs.

EXERCISING TO MEET SYSTEM GOALS

Upon completion of this unit the participant will be able to:

Subobjective 1: Recognize exercising as being an integral part of the system building and system renewal process.

Subobjective 2: Describe the role of exercising in a comprehensive emergency management environment.

Subobjective 3: Utilize a system adaption model to determine broad areas of exercise need.

Subobjective 4: Describe the relationship among planning, training, and exercising programs, and be able to demonstrate an interface among these programs as relates to system development.

Subobjective 5: Define exercise progression and be able to demonstrate a progression sequence that insures continued system development.

Subobjective 6: Describe the various levels of exercising on a local level, multi-jurisdictional level, state level, etc.

EXERCISING TO MEET SYSTEM GOALS

Introduction

Exercising should not be viewed as an end unto itself; it must be seen as a means to an end. Exercising can be utilized as a major mechanism (means) for achieving the goals and objectives (end) of an emergency management system. It is in this framework that exercising is presented in this unit.

For years Emergency Management Professionals have recognized and utilized major programs of Planning and Training as the primary means by which system goals and objectives were achieved. Massive amounts of financial and personnel resources have been committed to the programs. However, very little has been done in the way of objective evaluation of the capabilities developed by these two major programs except during an actual operational framework or in an otherwise subjective way. This leaves much to be desired since actual operations are concerned primarily with response and recovery functions allowing little time for real evaluation.

It is the intent of this unit to address Exercising at an equal level with planning and training programs and to promote the use of exercising as a major program in system development and renewal.

As one studies the Emergency Management Program from a systems analysis point of view, goals and objectives are identified requiring a system structure comprised of a number of components. Each of these system components having a set of component objectives contribute to the overall system goals. In order to develop these system components to a state of functional capability, a number of programs must be in

place; namely, Planning, Training, and Exercising programs.

Planning, Training, and Exercising can be interfaced as shown on the interface model in this unit. This interface uses a step approach in that each step supports, fleshes-out, evaluates, or in some way contributes to the other steps. Exercising is generally the last step (evaluation) in this developmental process but should not be die-cast as such since it can serve many purposes in the process other than evaluation.

If the Emergency Manager recognizes the role and true value of exercising as depicted in the interface model of this unit he will not only be able to make greater use of exercising in an evaluation sense but also in a needs assessment and system development sense.

FOUR PHASES OF COMPREHENSIVE EMERGENCY MANAGEMENT

	MITIGATION (LONG-TERM)	PREPAREDNESS (TO RESPOND)	RESPONSE (TO EMERGENCY)	RECOVERY (SHORT AND LONG TERM)
1	**DEFINITION:** Any activities which actually eliminate or reduce the probability of occurrence of a disaster. It also includes long-term activities which reduce the effects of unavoidable disasters	**DEFINITION:** Preparedness activities are necessary to the extent that mitigation measures have not, or cannot, prevent disasters. In the preparedness phase, governments, organizations, and individuals develop plans to save lives and minimize disaster damage. Preparedness measures also seek to enhance disaster response operations.	**DEFINITION:** Response activities follow an emergency or disaster. Generally they are designed to provide emergency assistance for casualties. They also seek to reduce the probability of secondary damage and to speed recovery operations	**DEFINITION:** Recovery continues until all systems return to normal or better. Short-term recovery returns vital life-support systems to minimum operating standards. Long-term recovery may continue for a number of years after a disaster. Their purpose is to return life to normal, or improved levels.
2	**GENERAL MEASURES:** Building codes Vulnerability analyses updates Tax incentives/disincentives Zoning and land use management Building use regulations/safety codes Compliance and enforcement Resource allocations/interstate sharing Preventive health care Public education	Preparedness plans Emergency exercises/training Warning systems Emergency communications systems Evacuation plans and training Resource inventories Emergency personnel/contact lists Mutual aid agreements Public information/education	Activate public warning Notify public authorities Mobilize emergency personnel/equipment Emergency medical assistance Man emergency operations centers Declare disaster/evacuate Mobilize security forces Search and rescue Emergency suspension of laws	Damage insurance/loans and grants Temporary housing Long-term medical care Disaster unemployment insurance Public information Health and safety education Reconstruction Counseling programs Economic impact studies
3	**HAZARD SPECIFIC MEASURES** **FLOOD:** Dam construction/inspection Stream channelization Construct/protect retention basins Reforest/prevent deforestation Contour farming Flood proof buildings	Temporary levee construction Stream flow monitoring Ice and debris removal Sandbagging Temporary flood proofing	Helicopter search Boat rescue	Decontamination of water sources Replant crops Pump out flooded basements Remove temporary floodproofing Monitor disease
	EPIDEMIC: School innoculations Rodent/insect eradication Water purification Sanitary waste disposal Health codes/laws/inspections Public health education	Stockpiling drugs Physician preparedness plans Public notification Quarantine regulations and plans Emergency medical authorities	Quarantine Disinfect property Secure bodies Isolate carriers	Continuing research into causes Long-term restorative therapy
	FIRE: Fire codes No-smoking laws Fire zoning Fire safety information	Fire drills/exit signs Call boxes/smoke detectors Police crowd control training Fire department aid agreements Firefighter training Automatic sprinkler installation	Firefighting Containment	Rebuilding Razing burned-out buildings Reforestation
	HAZARDOUS MATERIALS SPILL: Transport speed limits Container structure codes Corporate licensing Restricted routing Materials identification codes	Containment and scrubbing equipment Stockpile neutralizing materials Emergency training for transporters Special apparatus for emergencies	Identify material Notify National Response Center/CHEMTREC Containment Plume tracking Air/water/soil contamination controls	Reassess existing regulations Decontaminate environment
	LANDSLIDE: Forest management Preserve ground cover Maintain natural runoff Stabilize slopes Real estate disclosure laws	Reinforce threatened structures Landshift monitors	Assess stability of new formation Reinforce against secondary slippage	Reseed denuded areas New land-use planning
	WIND: Roof anchors Window size and thickness codes Mobile home tiedowns Windbreaks	Storm shelter construction Property protection measures Storm watch and warning guides	Reinforce damaged property Broadcast all-clear	Reconstruction
	HURRICANE STORM SURGE: Barrier islands Coastal wetlands protection Replace coastal sand dunes Construct breakwaters/levees Coastal zone management Public information programs	Vertical evacuation plans Storm tracking Shutter windows Seek shelter Evacuate planes and boats	Same as for flood/wind (above)	Rebuild destroyed sand dunes
	GASOLINE SHORTAGE: Alternatives research Allocations/international sharing Mass transit systems/car pooling Design energy efficient engines Reduce speed limits Energy conservation program	Stockpile reserves Reallocate to shortage areas Rationing plans	Odd-even purchase program Minimum purchase requirements Increase refinery production Deregulate oil Increase gasoline prices	Excess profits tax on companies Reassess allocation plan Two-way truck hauling
	NUCLEAR PLANT ACCIDENT: Site zoning Waste management/containment research Plant safety codes/inspections Plant operator training Environmental impact research/statements	Contamination monitoring Identify vulnerable populations Shelter preparation Designate Governor's technician Emergency procedures rehearsal	Contain radioactivity	Reassess siting requirements Monitor deterioration of contaminant
	ATTACK: Continuity of government plans Crisis relocation plans Coordination of defense/all-risk plans Maintenance of National Guard/Reserves Host area/hardened shelter development	Defense mobilization plans Reserves training Protection of vital records Disperse government line of succession Designate vital workers	Deploy critical resources Activate rationing Crisis relocation Activate vital workers plan	Reinstate government operations Develop/organize communities

Often recovery includes mitigation measures against repeat of the disaster. Thus recovery and mitigation are related —showing circular nature of mitigation, preparedness, response and recovery

EACH COLUMN SHOWS:
1. A definition of the phase;
2. Examples of general measures which apply to all hazards, and,
3. Examples of specific measures which apply to particular hazards.

This chart was developed for use by comprehensive emergency management review leaders. Many of the measures could be debated. We encourage clarification, editing and suggestions for making it more useful.

Contact: Hilary Whittaker, Director, Emergency Management Project
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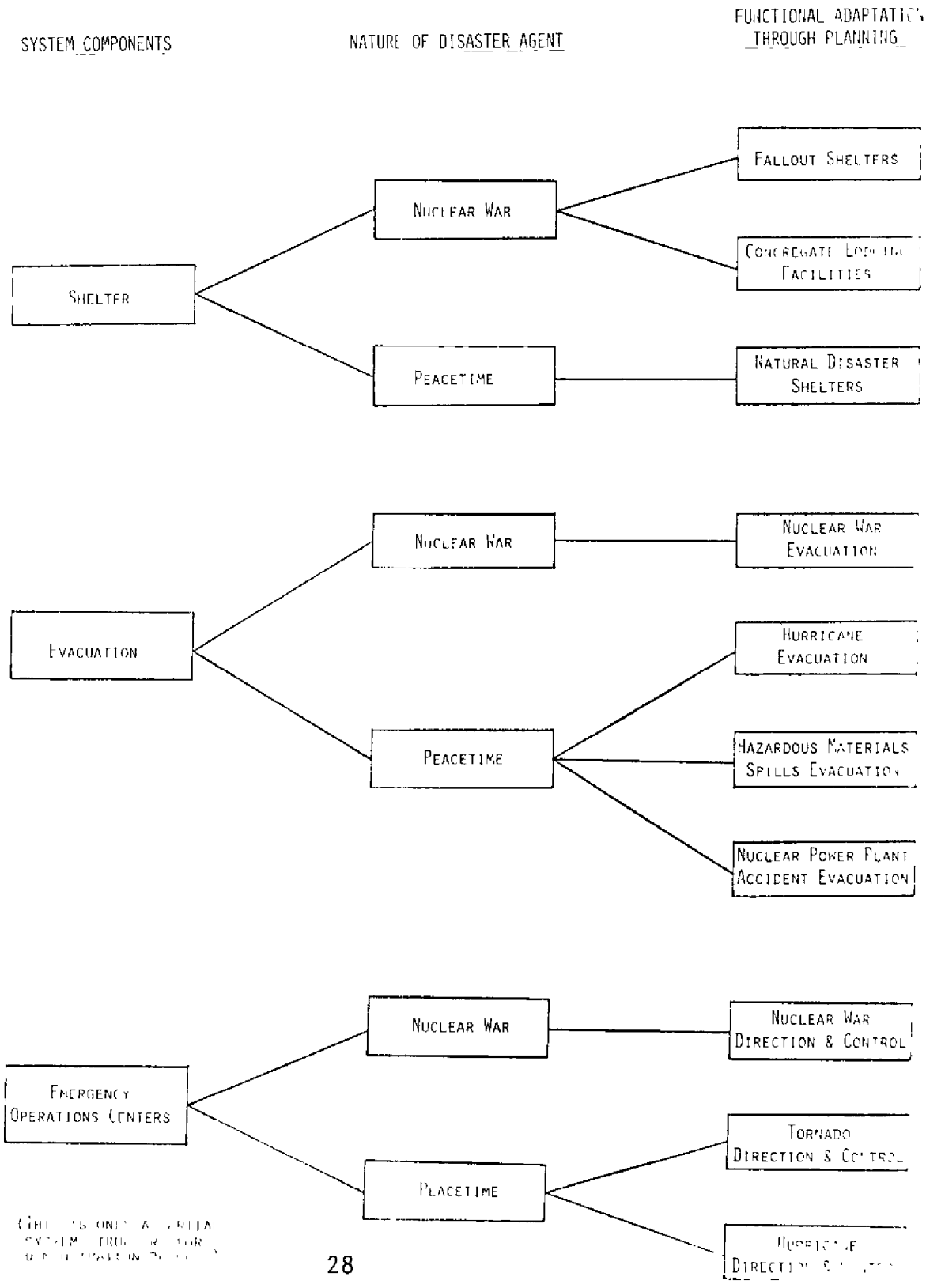
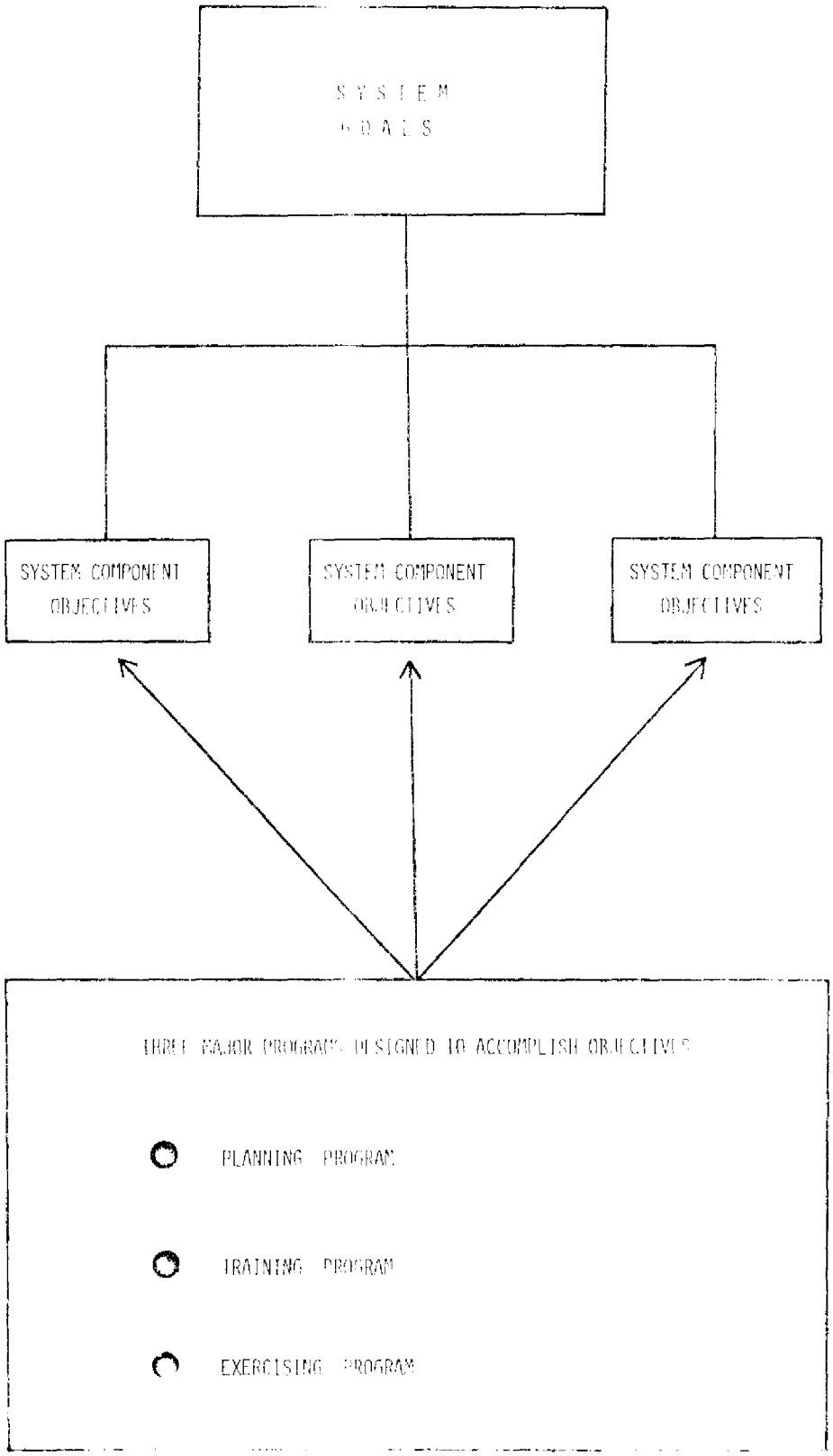
PREPAREDNESS AND RESPONSE PHASES SYSTEM COMPONENTS

Mitigation	Preparedness	Response	Recovery
	• Shelter • Evacuation • Direction and Control • Communications • Radiological Defense • Radiological Emergency Preparedness • Warning • Emergency Services 1. Law enforcement 2. Fire services 3. etc. • Public Information • _____ • _____ • _____ • _____		

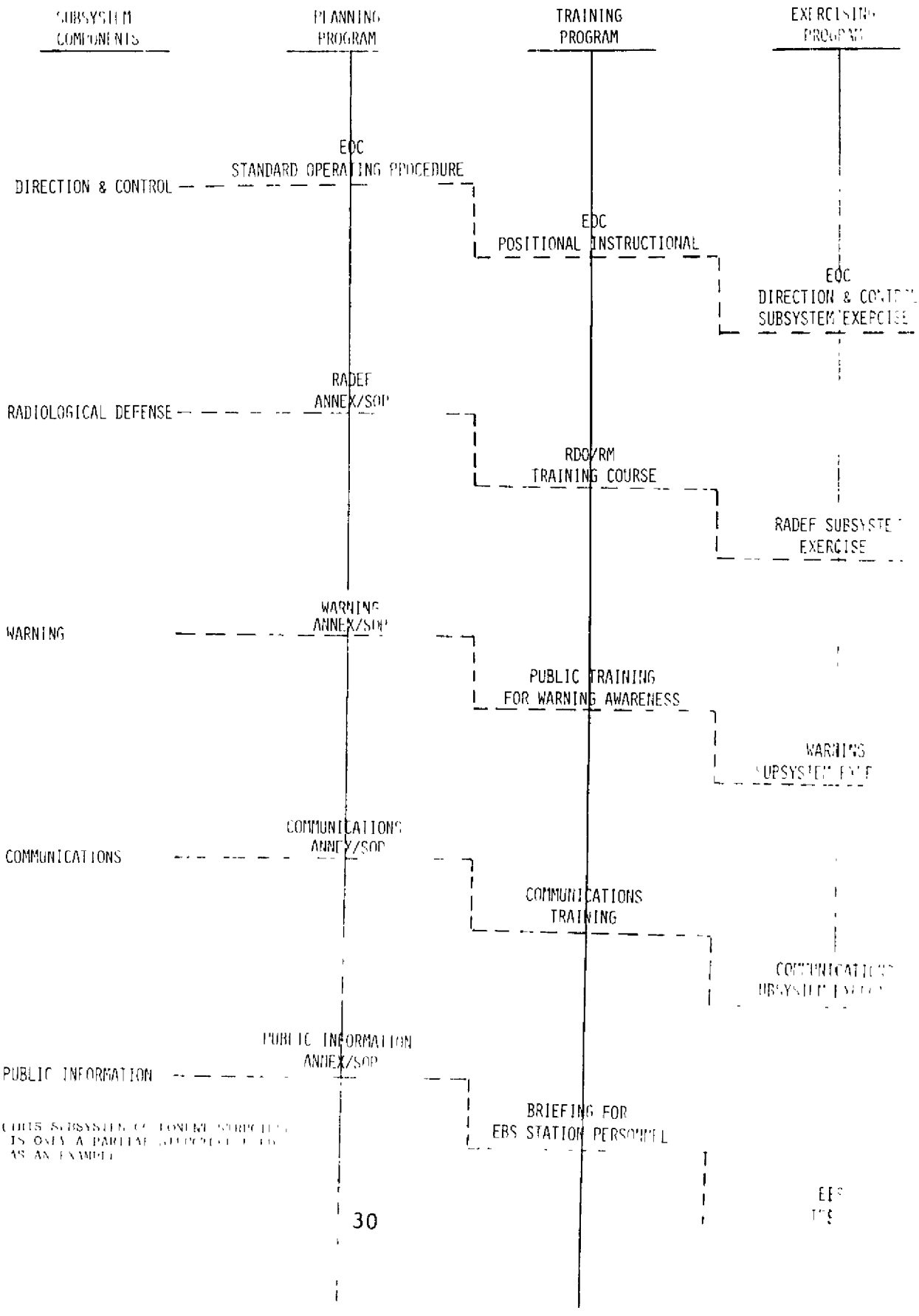
SYSTEM ADAPTATION MODEL

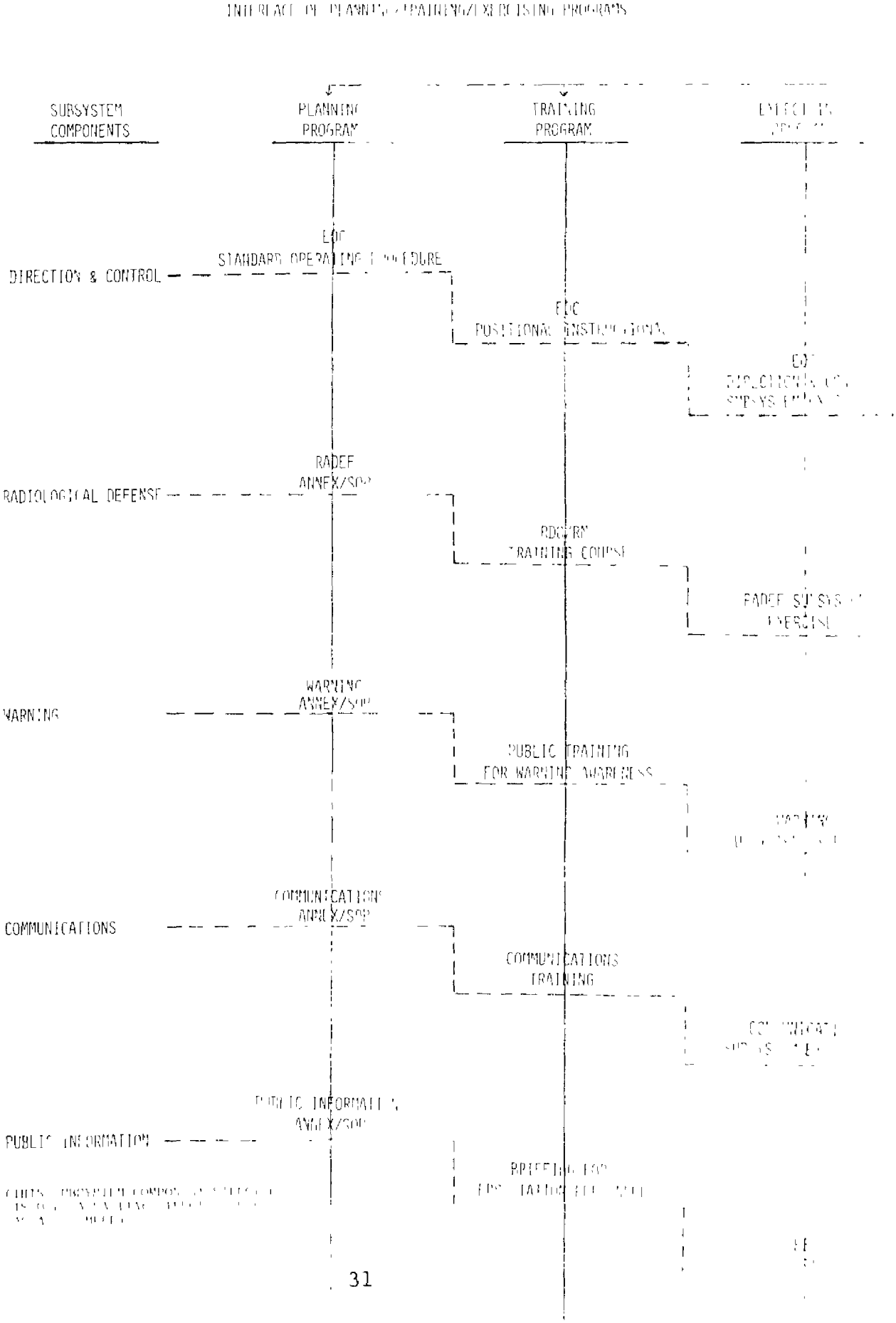


INTERFACE OF SYSTEM STRUCTURE AND PROGRAMS



INTERFACE OF PLANNING/TRAINING/EXERCISING PROGRAMS





EXERCISE PROGRESSION CHART

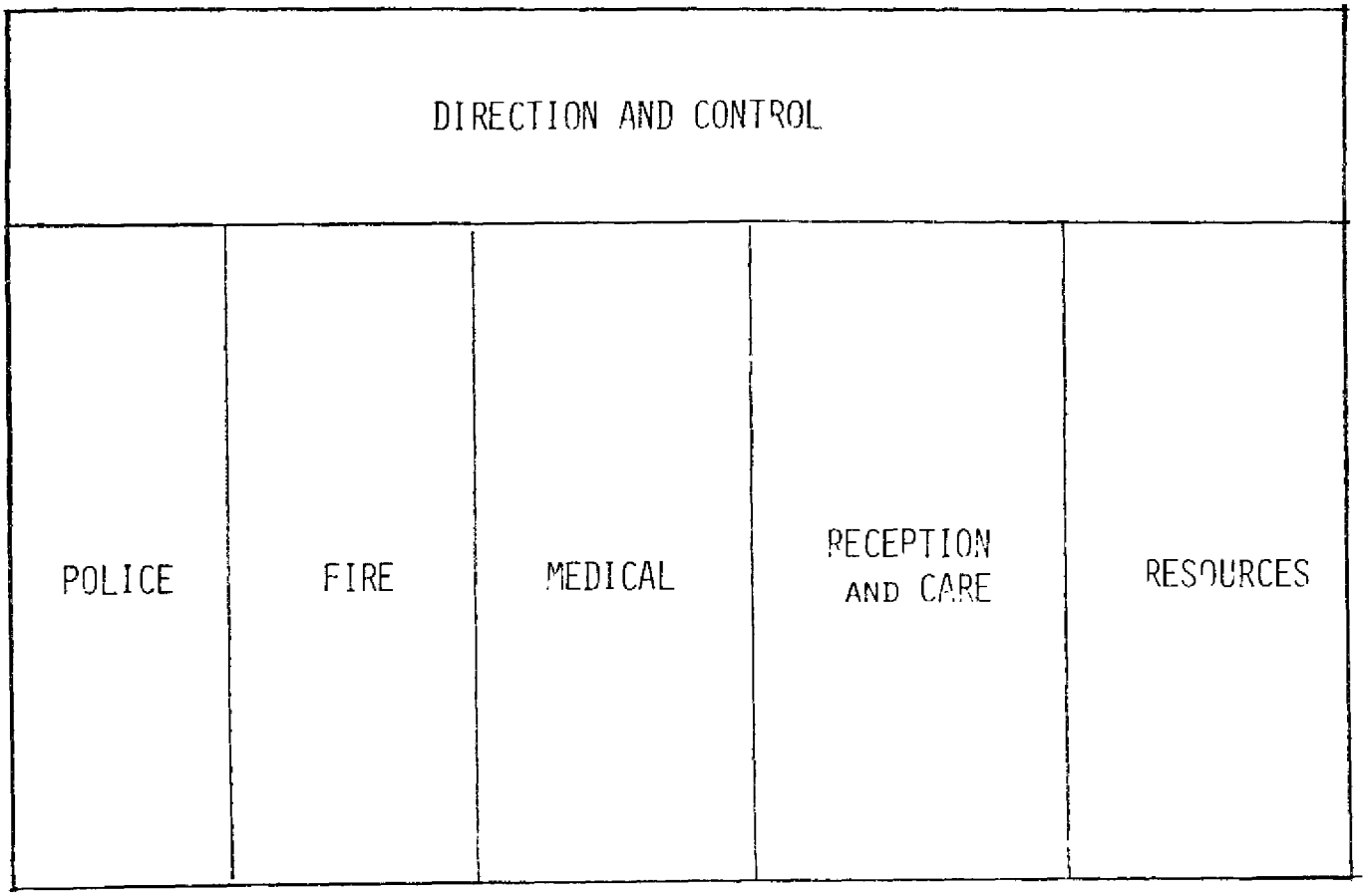
LOWER LEVEL (SIMPLE)

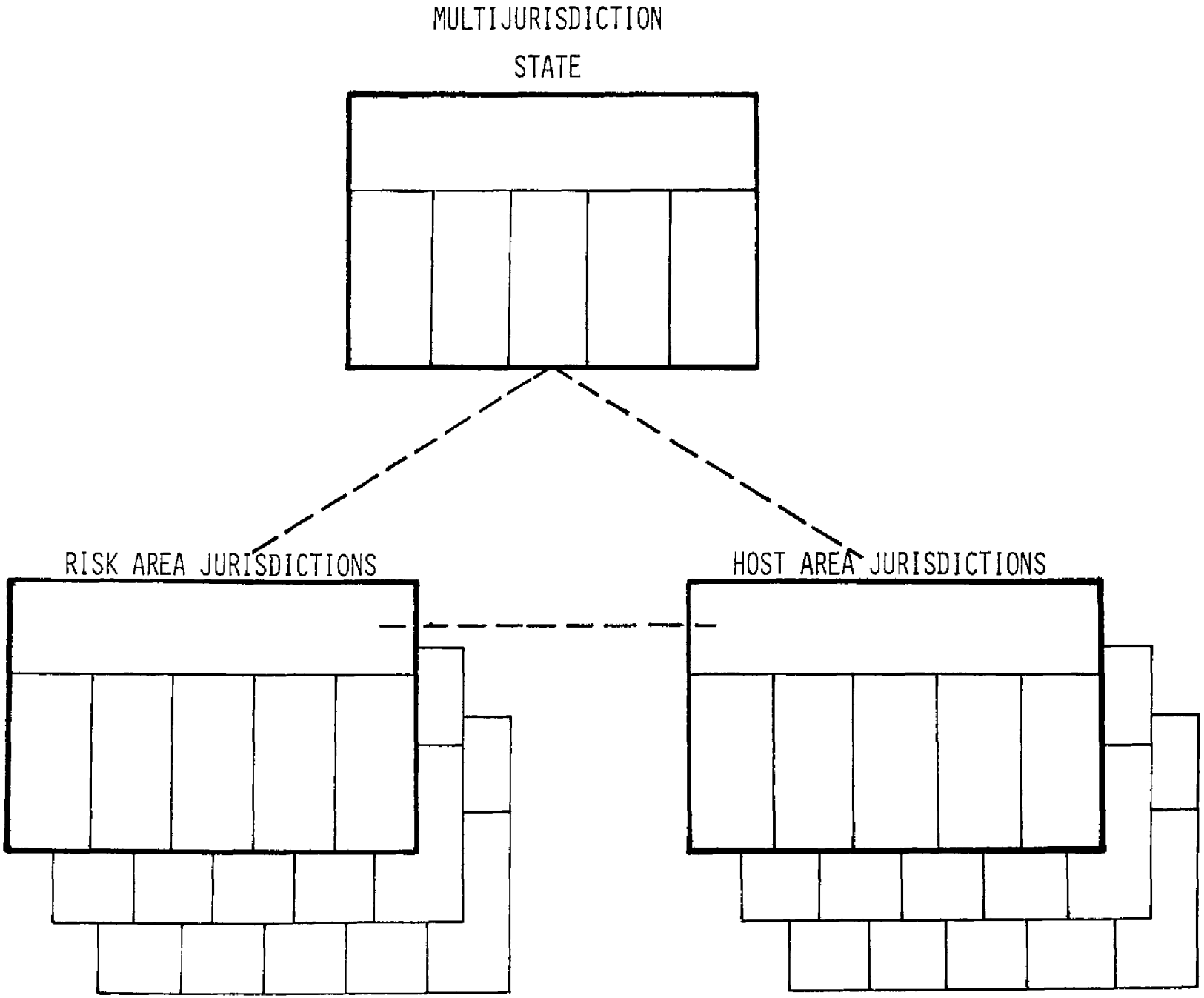
PROGRESSION

HIGHER LEVEL (SOPHISTICATED)

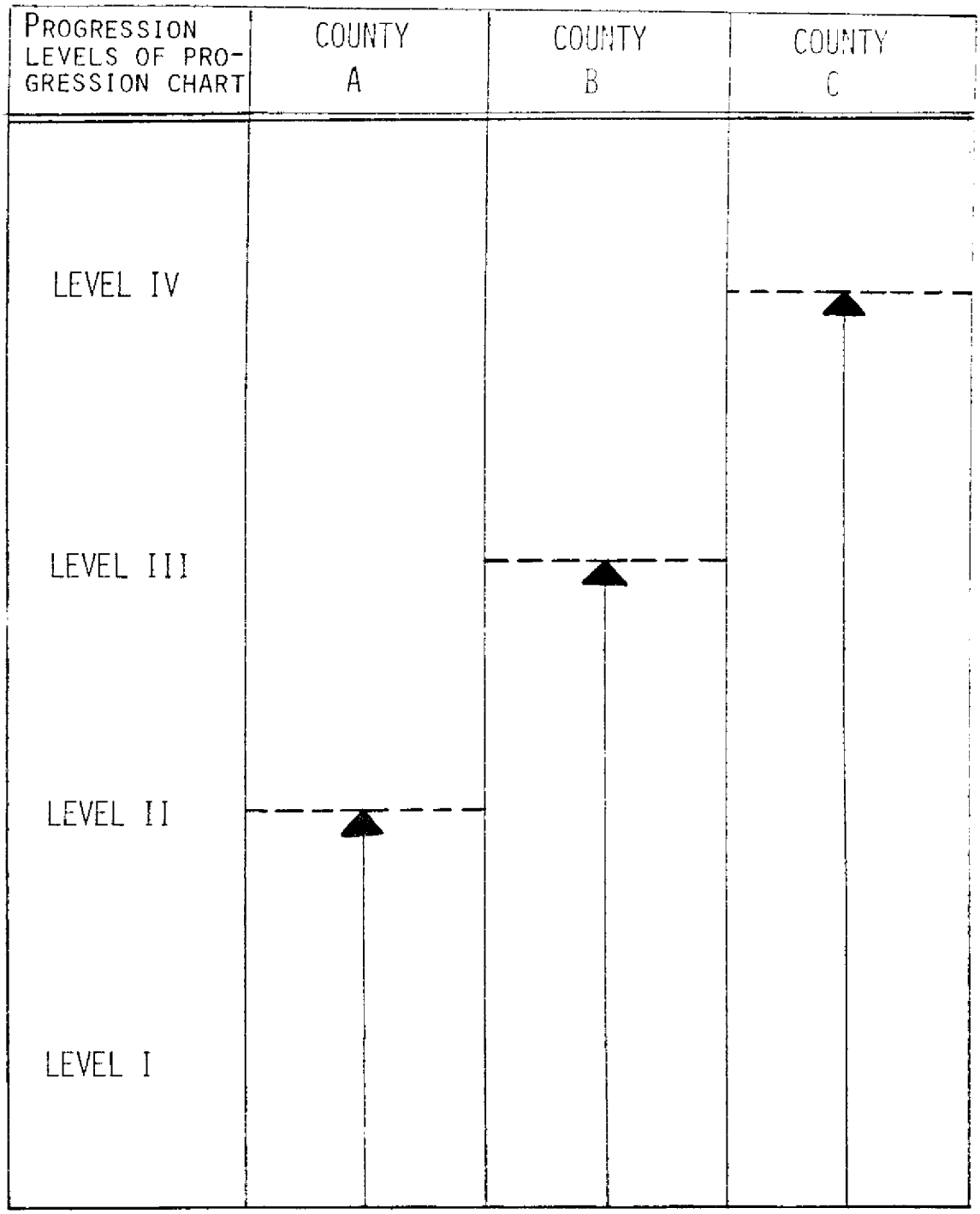
LEVEL	TYPE	PURPOSE
I	• EOS	• To demonstrate....
II	• Seminar Exercises	• To assist in the develop-of.... • To train (lower level)
III	• Seminar Exercises • Subsystem Exercises	• To train (higher level) • To test (lower level)
IV	• Operational Exercises -Full scale -Subsystem	• To test (higher level)

SINGLE JURISDICTION




MULTIJURISDICTION
STATE
RISK AREA JURISDICTIONS
HOST AREA JURISDICTIONS

MULTIJURISDICTIONAL EXERCISES
BASED ON LEVEL OF CAPABILITY OF PARTICIPATING JURISDICTIONS



PARTICIPATION IN MULTIJURISDICTIONAL EXERCISES SHOULD NOT BE BASED ON A LEVEL OF CAPABILITY AS IDENTIFIED IN TRADITIONAL PROGRESSION CHARTS RATHER PARTICIPATION SHOULD OCCUR BY ALL COMMUNITIES TO THE DEGREE TO WHICH THEY ARE CAPABLE. THEREFORE SOME COUNTIES WILL PARTICIPATE TO A MORE SOPHISTICATED DEGREE THAN OTHERS.

NOTES

NOTES

EXERCISE PROGRAMMING

EXERCISE DESIGN WORKSHOP

Lesson III — Time: 2.5 hrs.

EXERCISE PROGRAMMING

Upon completion of this unit the participant will be able to:

Subobjective 1: Define and describe the purpose of exercise programs.

Subobjective 2: Perform a needs assessment as a basis for designing an exercise program.

Subobjective 3: Utilize various tools such as the hazard analysis, program status profile and local plan to develop a realistic exercise needs assessment for a county.

Subobjective 4: Design an exercise program for his/her particular county utilizing a wide range of exercise types to accomplish particular needs.

EXERCISE PROGRAMMING

Introduction

Exercise programming can be defined in many ways. In short it is the process of identifying appropriate types of exercises based on a need assessment and sequencing those exercises into a multi-year schedule. The need for exercise programming can best be described in management terms. Just as a local official must do long-range planning for proper allocation of personnel and financial resources in building an emergency management capability, he must also do long-range planning for the proper allocation and use of the supporting exercise resource. Exercising must be viewed as a developmental resource, one designed to help improve system capability over time, just as one views financial and personnel resources as being a base requirement for improving the system. Exercising can help identify where these financial and personnel resources can be applied for more efficient use.

The exercise programming process requires a complete analysis of the system components, their status as far as plans and trained personnel and concerned, and the types of exercise which could be used at any given time to accomplish specified goals and objectives. Exercise programming helps take away some of the guess work in selecting and scheduling exercises. It ties the exercise process closer to the system development process and insures a wider range of exercise types with different purposes being applied to the process. This prevents continued use of the same exercise type year after year leaving gaps in the system.

Exercise programming requires the emergency manager to analyze each system component separately and determine the type exercise needed. This assures the consideration of all components in the process.

There are five steps to the Programming Process. Those are listed below and will be described in detail in this unit:

Step #1 - Determine the status of plans for each system component.

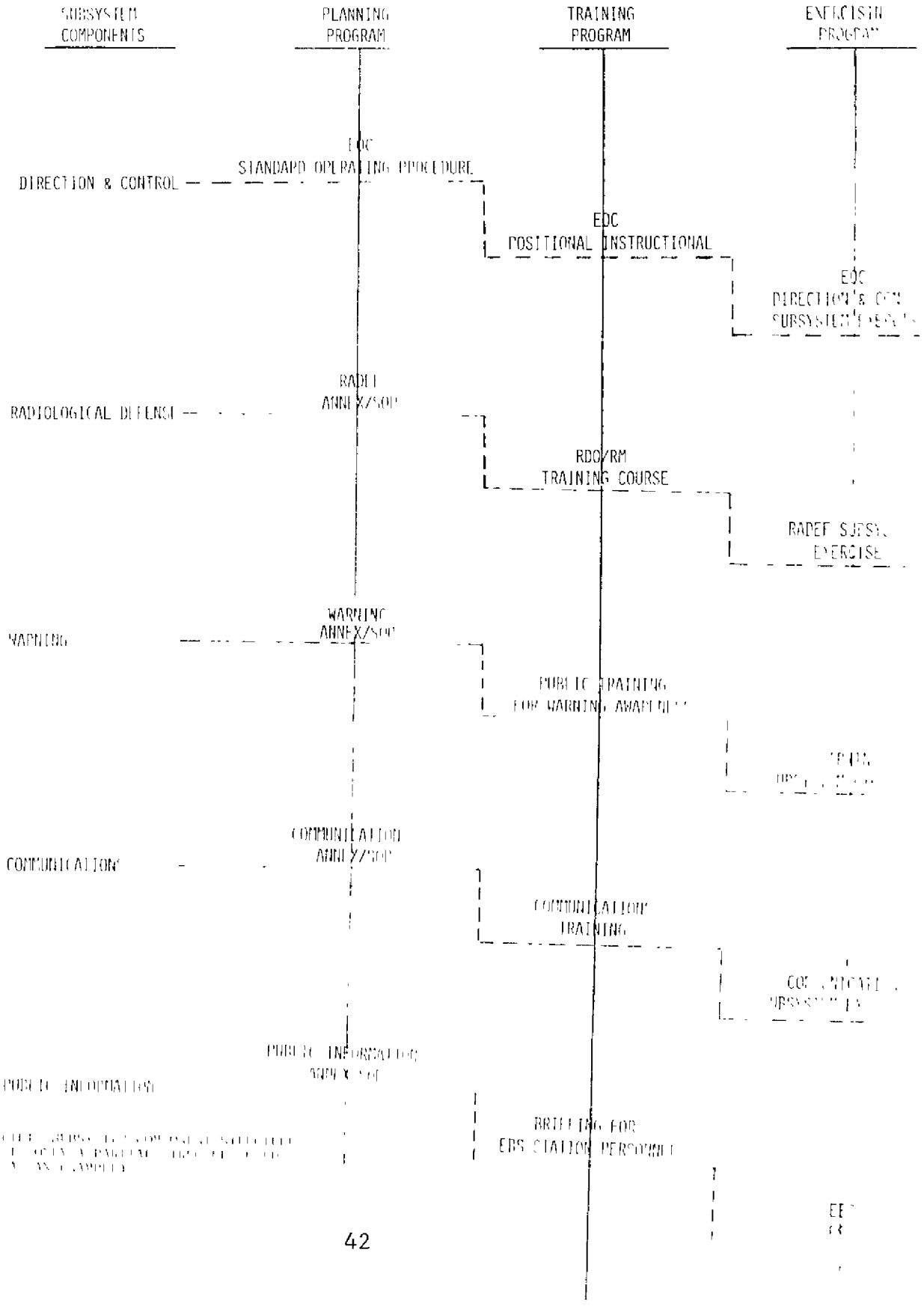
Step #2 - Determine the status of trained personnel for each component.

Step #3 - Determine the best type of exercise to be used.

Step #4 - Determine the best disaster agent to be used

Step #5 - Sequencing the exercise.

INTERFACE OF PLANNING/TRAINING/EXERCISING PROGRAMS



5 STEPS IN THE NEED ASSESSMENT AND PROGRAMMING PROCESS

STEP I - Determine the status of plans for each component.

STEP II - Determine the status of trained personnel for each step.

STEP III - Determine the best type and level of exercise to be used.

STEP IV - Determine the best disaster agent to be used.

STEP V - Sequencing the exercise.

NEEDS ASSESSMENT AND PROGRAMMING

COMPONENT _____

STEPS	ANALYSIS TOOLS	FINDINGS
STEP I - DETERMINE THE STATUS OF PLANS FOR EACH COMPONENT.	• PSP • LOCAL PLAN • HAZARD ANALYSIS • •	
STEP II - DETERMINE THE LEVEL OF TRAINED PERSONNEL FOR EACH COMPONENT.	• PSP • TRAINING RECORDS • • •	
STEP III - DETERMINE THE BEST TYPE AND LEVEL OF EXERCISE TO BE USED	• EXERCISE TYPOLOGY • EXERCISE PROGRESSION CHART	
STEP IV - DETERMINE THE BEST DISASTER AGENT TO BE USED.	• DISASTER AGENT CHARACTER-ISTICS TYPOLOGY	
STEP V - SEQUENCING THE EXERCISE.	• PROGRESSION CHART • TIME TABLE •	REFER TO EXERCISE TIME TABLE

SUMMARY OF EXERCISE TYPES

EMERGENCY OPERATIONS SIMULATION (EOS)

PLANNING SEMINAR EXERCISES

A. EOC PROCEDURAL DEVELOPMENT SEMINAR EXERCISE

B. EMERGENCY WELFARE SERVICES SEMINAR EXERCISE

C. OTHERS DEPENDING UPON NEEDS

OPERATIONAL EXERCISES

A. EOC SYSTEM EXERCISE

B. SUBSYSTEM EXERCISES

   1. RADEF
   2. COMMUNICATIONS
   3. RESCUE
   4. OTHERS TAILORED TO NEEDS

C. FIELD TEST EXERCISE

D. FULL SCALE OPERATIONAL EXERCISE

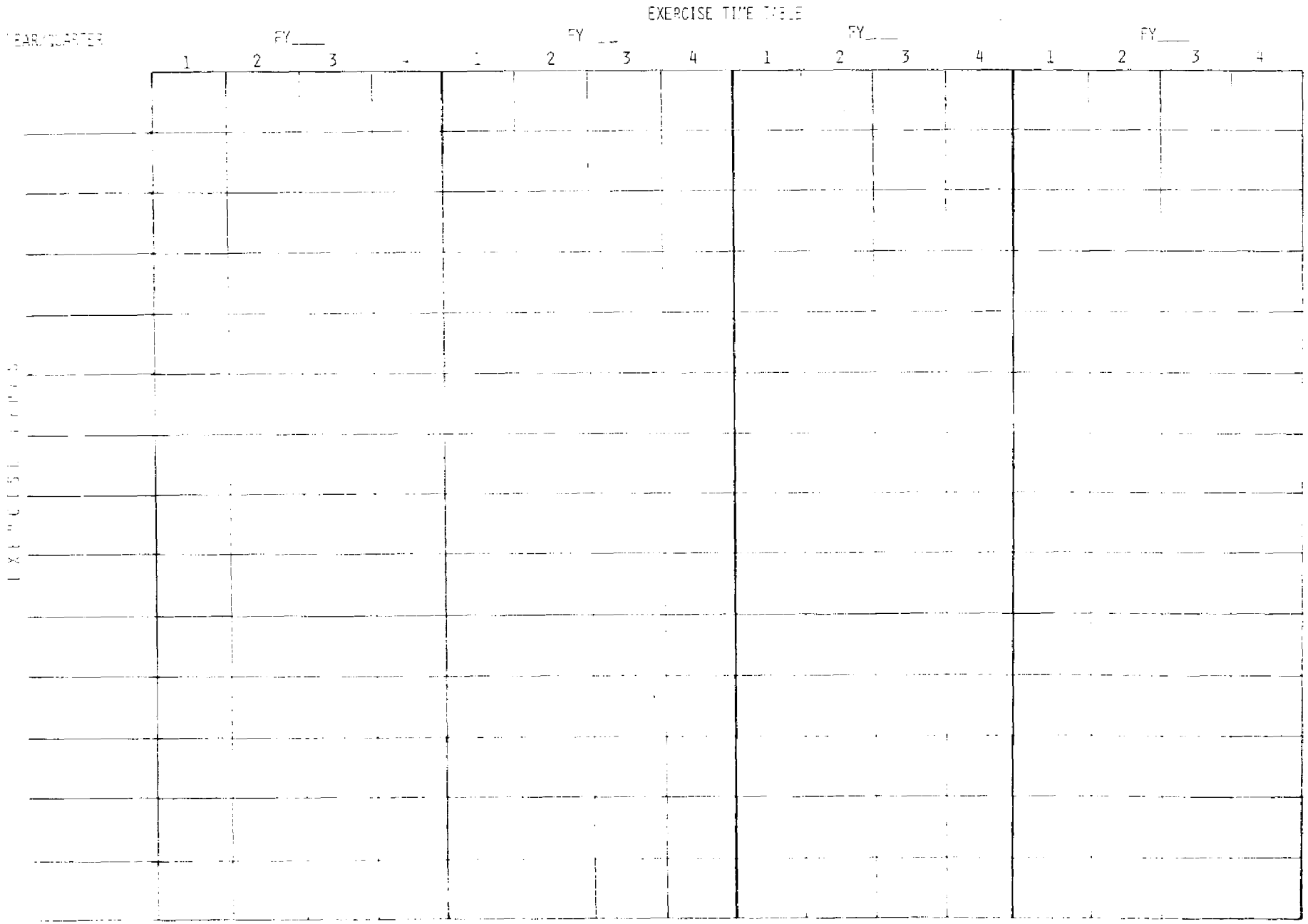
EXERCISE PROGRESSION CHART

LOWER LEVEL (SIMPLE)

PROGRESSION

HIGHER LEVEL (SOPHISTICATED)

LEVEL	TYPE	PURPOSE
I	• EOS	• To demonstrate....
II	• Seminar Exercises	• To assist in the develop-of.... • To train (lower level)
III	• Seminar Exercises • Subsystem Exercises	• To train (higher level) • To test (lower level)
IV	• Operational Exercises -Full scale -Subsystem	• To test (higher level)


EXERCISE TITLE TABLE
YEAR/QUARTER
FY____
FY____
FY____
FY____
1 2 3 4
1 2 3 4
1 2 3 4
1 2 3 4

SAMPLE #1

NEEDS ASSESSMENT AND PROGRAMMING

COMPONENT RADIOLOGICAL DEFENSE

STEPS	ANALYSIS TOOLS	FINDINGS
STEP I - DETERMINE THE STATUS OF PLANS FOR EACH COMPONENT.	• PSP • LOCAL PLAN • HAZARD ANALYSIS •	• NO RADEF ANNEX EXISTS • NO EOC RADEF SOP EXISTS • NO WERS/SHELTER/SELF-SUPPORT MONITORING SOP'S EXIST • THE COMMUNITY IS A NON-RISK/HOST AREA THREATENED BY FALLOUT
STEP II - DETERMINE THE LEVEL OF TRAINED PERSONNEL FOR EACH COMPONENT.	• PSP • TRAINING RECORDS •	• NO RDO IS OFFICIALLY DESIGNATED AND TRAINED • NO WERS MONITORS ARE TRAINED • A SMALL CADRE OF MONITORS IN THE POLICE & FIRE DEPARTMENTS ARE TRAINED.
STEP III - DETERMINE THE BEST TYPE AND LEVEL OF EXERCISE TO BE USED	• EXERCISE TYPOLOGY • EXERCISE PROGRESSION CHART	• LEVEL I EXERCISE • EOS - DEMONSTRATION PURPOSE
STEP IV - DETERMINE THE BEST DISASTER AGENT TO BE USED.	• DISASTER AGENT CHARACTERISTICS TYPOLOGY	• NUCLEAR WAR - FALLOUT ONLY
STEP V - SEQUENCING THE EXERCISE.	• PROGRESSION CHART • TIME TABLE •	REFER TO EXERCISE TIME TABLE (MAY BE DONE FIRST QUARTER OF THIS FISCAL YEAR)

SAMPLE #2

)S ASSESSMENT AND PROGRAMMING

COMPONENT Radiological Defense

STEPS	ANALYSIS TOOLS	FINDINGS
Step I - Determine the status of plans for each component.	• PSP • Local Plan • Hazard Analysis • •	• current Radef annex exists • current Radef EOC SOP exists • WERS/shelter/self-suppc decon. monitoring SOPs exists • Radef personnel assign-ment charts exists
Step II - Determine the level of trained personnel for each component.	• PSP • Training Records • • •	• RDOs & back-up staff trained • Full complement of WERS/ self-support/shelter monitors trained
Step III - Determine the best type and level of exercise to be used	• Exercise typology • Exercise progression chart	• Level IV • Operational exercise • Radef subsystem - testing purpose
Step IV - Determine the best disaster agent to be used.	• Disaster agent character-istics typology	• Nuclear war - fallout only
Step V - Sequencing the exercise.	• Progression chart • Time table •	Refer to Exercise Time Table (Maybe conducted first quarter of this fiscal year)

NEEDS ASSESSMENT AND PROGRAMMING COMPONENT

STEPS	ANALYSIS TOOLS	FINDINGS
STEP I - DETERMINE THE STATUS OF PLANS FOR EACH COMPONENT.	• PSP • LOCAL PLAN • HAZARD ANALYSIS • •	
STEP II - DETERMINE THE LEVEL OF TRAINED PERSONNEL FOR EACH COMPONENT.	• PSP • TRAINING RECORDS • • •	
STEP III - DETERMINE THE BEST TYPE AND LEVEL OF EXERCISE TO BE USED	• EXERCISE TYPOLOGY • EXERCISE PROGRESSION CHART	
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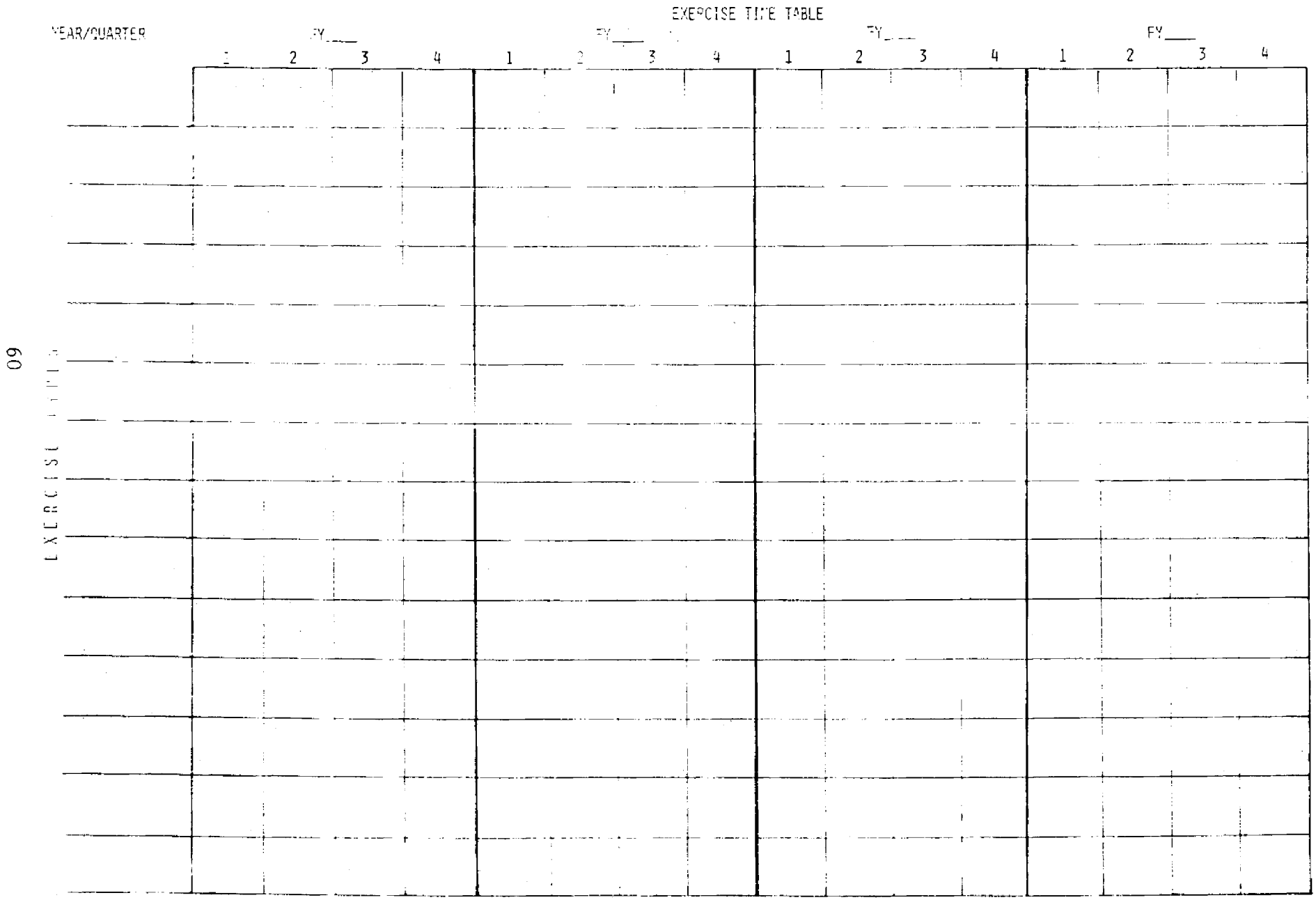
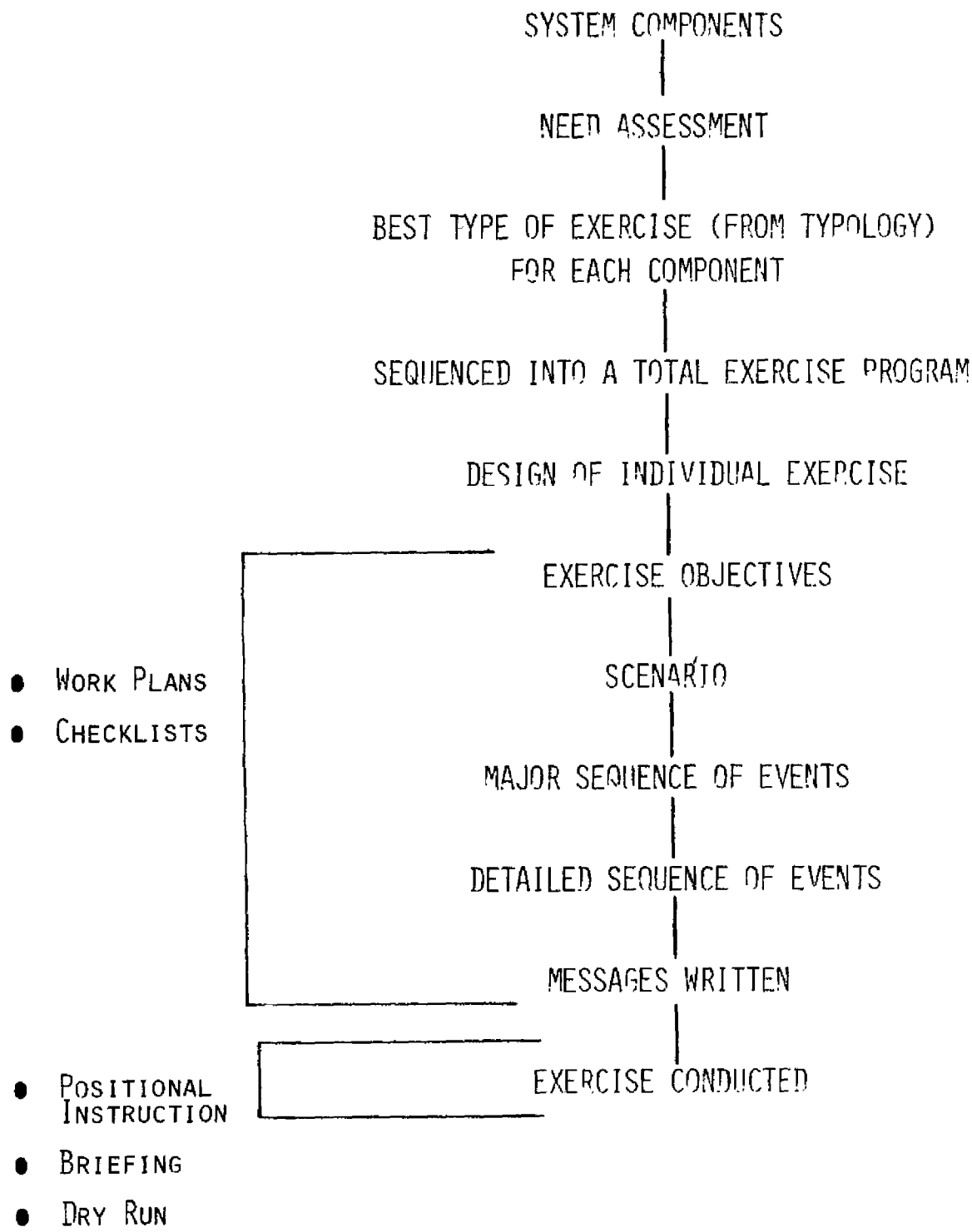

EXERCISE TIME TABLE
YEAR/QUARTER
FY___
FY___
FY___
FY___
1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4
EXERCISE

THE EXERCISE DEVELOPMENT PROCESS



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