Exercise Evaluation Guide Submittal

As the evaluator you will need to submit your Observations, Recommendations and Performance Ratings into the ONX System following the completion of the exercise.

Following the exercise, access www.onxsystem.com then login using your USER NAME and PASSWORD. Once you have logged in click on the exercise you have been assigned to evaluate listed under the header “Your Exercises” in the upper left hand corner. You will then be able to access the electronic version of this Exercise Evaluation Guide to submit your observations, recommendations and performance ratings.
Communications

**Capability Description:** Communications is the fundamental capability within disciplines and jurisdictions that practitioners need to perform the most routine and basic elements of their job functions. Agencies must be operable, meaning they possess sufficient wireless communications capabilities to meet their daily internal and emergency communication requirements before they focus on interoperability.

**Capability Outcome:** A continuous flow of critical information is maintained as needed among multi-jurisdictional and multi-disciplinary emergency responders, command posts, agencies and governmental officials for the duration of the emergency response operation in compliance with National Incident Management System (NIMS). To accomplish this, the jurisdiction has a continuity of operations plan for public safety communications to include the consideration of critical components, networks, support systems, personnel and an appropriate level of redundant communications systems in the event of an emergency.

### Activity 1: Alert and Dispatch

**Activity Description:** In response to an incident alert, notify and provide communications management until the Incident Command (IC), Emergency Operations Center (EOC) and Emergency Management Agency (EMA) are activated.

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<tr>
<th>Task / Observation Keys</th>
<th>Performance</th>
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| 1.1 Implement response communications interoperability plans and protocols.  
- **Staff and management are informed of interoperable communications requirements**  
- **Interoperable communications equipment, channels and protocols are activated** | Strong ☑ Adequate ☑ Weak ☑ Unsure ☑ Non-Existential ☑ Not Applicable ☑ |

**Observations:**

**Improvement Recommendations:**

| 1.2 Communicate incident response information per agency protocols.  
- **Timely, accurate and clear incident information passed to dispatched response teams**  
- **Incident information relayed to pertinent incident management facilities (e.g., Incident Command Post (ICP), Emergency Operations Center / Multi Agency Coordination Center (EOC / MACC), etc.)**  
- **Incident information logged and disseminated to communications staff, as appropriate** | Strong ☑ Adequate ☑ Weak ☑ Unsure ☑ Non-Existential ☑ Not Applicable ☑ |

**Observations:**

**Improvement Recommendations:**
| 1.3 | Use established common response communication language (i.e., plain English) to ensure information dissemination is timely, clear, acknowledged and understood by all receivers. | Strong □ | Adequate □ | Weak □ |
|     |                                                                 | Unsure □ | Non-Existent □ | Not Applicable □ |

Observations:

Improvement Recommendations:
## Activity 2: On-Site Communications Operations

### Activity Description:
Establish and maintain on-site communications among on-site responders, dispatch and other off-site agencies and / or organizations.

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<th>Task / Observation Keys</th>
<th>Performance</th>
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| 2.1 Establish on-site communications based of appropriate plans and procedures.  
  - *Coordinate with IC* | Strong □  Adequate □  Weak □  Unsure □  Non-Existent □  Not Applicable □ |

**Observations:**

**Improvement Recommendations:**

| 2.2 Communication’s team demonstrates familiarity with set-up and usage of on-site communications equipment and resources.  
  - *Technical knowledge of proper usage of equipment and resources is demonstrated* | Strong □  Adequate □  Weak □  Unsure □  Non-Existent □  Not Applicable □ |

**Observations:**

**Improvement Recommendations:**

| 2.3 All agencies use appropriate interoperable equipment and resources.  
  - *Coordinate with IC*  
  - *Identify agency specific communication resource needs*  
  - *Provide appropriate communications resources to responders* | Strong □  Adequate □  Weak □  Unsure □  Non-Existent □  Not Applicable □ |

**Observations:**

**Improvement Recommendations:**
| 2.4 | Use established common response communication language (i.e., plain English) to ensure information dissemination is timely, clear, acknowledged and understood by all receivers. | Strong ☐ Adequate ☐ Weak ☐ Unsure ☐ Non-Existent ☐ Not Applicable ☐ |

Observations:

Improvement Recommendations: