



# Overview Of Emergency Management Exercises: Exercise Development Worksheet

## Work in groups:

- Identify one high-priority vulnerability.
- Using the exercise continuum:
  - Define date, scenario, and key partners for a full-scale exercise;
  - Determine procedures/functions that will be tested;
  - Create a concise purpose for the event; and
  - Map out three drills, one tabletop scenario, and one functional exercise that address those functions to help prepare for the full-scale exercise.

Step 1 – Identify one high-priority vulnerability.

Step 2 – Select a future date for a full-scale exercise.

Step 3 – Briefly describe the scenario.

Step 4 – List the partners that should participate in the full-scale exercise.

Step 5 – Identify the key functions that your full-scale exercise will test.

Step 6 – Using the table below, develop a schedule of drills/tabletop/functional exercises that address each of the functions identified in Step 5.

Vulnerability →		
Date	Activity	Focus
Today	Planning	
	Drill 1	
	Drill 2	
	Drill 3	
	Tabletop exercise	
	Functional exercise	
	Full-scale exercise	



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## Example:

Step 1 – Identify one high-priority vulnerability. Tornado
Step 2 – Select a future date for a full-scale exercise. 18 months from today: May 8, 2013
Step 3 – Briefly describe the scenario. In May an F4 tornado (winds up to 260 m.p.h.) strikes the high school in the early afternoon. The school takes a direct hit causing significant roof damage and collapsing hallway walls. Students are trapped, injured and fatalities are likely.
Step 4 – List the partners that should participate in the full-scale exercise. School district, emergency management, law enforcement, fire and rescue, volunteer agencies, local hospitals, etc.
Step 5 – Identify the key functions that your full-scale exercise will test. <ul style="list-style-type: none"> <li>• Communications between district and first responders</li> <li>• Search and rescue - student accountability</li> <li>• National Incident Management System</li> <li>• Parent reunification</li> </ul>
Step 6 – Using the table below, develop a schedule of drills/tabletop/functional exercises that address each of the key functions identified in Step 5.

Vulnerability →	Tornado Strike at high school	
Date	Activity	Focus
Today: 8/8/2011	Planning	Identify objectives & partners
10/11/2011	Drill 1	NIMS drill with first responders
1/2/2012	Drill 2	Communications drill with new radios
3/8/2012	Drill 3	Student-parent reunification
5/28/2012	Tabletop exercise	Tornado strikes high school
3/6/2013	Functional exercise	NIMS & Communications
5/8/2013	Full-scale exercise	Tornado strikes high school