



## EARTHQUAKE DRILL EVALUATION FORM No. 2

(Basic Evaluation Guide; for the reference of the  
Cordillera Regional DRRM Council)

Location : \_\_\_\_\_

Date of Drill : \_\_\_\_\_

Time of Evacuation started : \_\_\_\_\_

Time of Evacuation ended : \_\_\_\_\_

### SCHOOL DRRM COMMITTEE / DISASTER CONTROL GROUP

1. Is there an existing Memorandum / Office Directive indicating the institutionalization of a School DRRM Committee / Disaster Control Group including its composition, functions and responsibilities?  
Yes / No. *Please elaborate:* \_\_\_\_\_
2. Are the members of the Committee aware of their functions and responsibilities?  
Yes / No. *Please elaborate:* \_\_\_\_\_
3. Activation of the Committee was observed during the Drill.  
Yes / No. *Please elaborate:* \_\_\_\_\_

### EVACUATION PLAN

1. Is there an EXISTING and UPDATED Evacuation Plan for Earthquake and other Hazards?  
Yes / No. *Please elaborate:* \_\_\_\_\_
2. Has the Evacuation Plan been disseminated to ALL employees and STUDENTS? Have emergency duties been reviewed by ALL employees concerned?  
Yes / No. *Please elaborate:* \_\_\_\_\_
3. Are the students / employees aware of the designated evacuation areas and routes as indicated in the Evacuation Plan?  
Yes / No. *Please elaborate:* \_\_\_\_\_
4. Evacuation Route Map is posted in each room, with the room marked on the map.  
Yes / No. *Please elaborate:* \_\_\_\_\_

### EXECUTION OF THE DRILL

1. Is the siren loud enough to be heard by all the drill participants?  
Yes / No. *Please elaborate:* \_\_\_\_\_
2. Did the drill participants practice the "Duck, Cover and Hold" technique during the Alarm Phase (while the siren is being sounded)?  
Yes / No. *Please elaborate:* \_\_\_\_\_
3. Did the drill participants a) evacuate during the Alarm Phase b) waited for the siren to stop before evacuating c) others. *Please elaborate:* \_\_\_\_\_
4. Evacuation leaders (such as teachers and school personnel) assisted in the Evacuation process.  
Yes / No. *Please elaborate:* \_\_\_\_\_
5. Did the drill participants follow their designated routes to evacuation area?

Yes / No. *Please elaborate:* \_\_\_\_\_

6. Did the drill participants a)run b)walk casually or c) walk faster than normal during the evacuation phase? *Please elaborate:* \_\_\_\_\_
7. Students know the 4 rules for building evacuation: Don't Talk! Don't Push! Don't run! Don't turn back! *Please elaborate:* \_\_\_\_\_
8. Participants with disabilities and functionality needs were properly assisted.  
*Yes/No. Please elaborate:* \_\_\_\_\_
9. Did the drill participants bring any first aid kit or any item noticeable during the evacuation phase?  
*Yes/No. Please elaborate:* \_\_\_\_\_
10. Did the drill participants conduct the headcount during the headcount phase?  
*Yes/No. Please elaborate:* \_\_\_\_\_
11. Is the evacuation area big enough to accommodate the evacuees?  
*Yes/No. Please elaborate:* \_\_\_\_\_

#### OTHER COMMENTS AND OBSERVATIONS

1. Any other problem observed during the drill that might need to be addressed?  
*Please elaborate:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. How long did it take for all the drill participants to vacate the building and time to reach the designated evacuation area? \_\_\_\_\_
3. Observed Number of Participants (estimates will do):

PARTICIPANTS COUNT	NO. OF STUDENTS	NO. OF PWDS	NO. OF PERSONNEL

Other comments and suggestions:

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Evaluator:

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Agency / Office