

Assessment

Disaster Preparedness

First Edition

The objectives of this book are:

- To explain how to set up a disaster plan and why to do it
- To suggest ways that disasters can be prevented
- To discuss how to respond to a disaster
- To summarize recovery and restoration activities

■ CRISP_{series}

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Assessment Questions for *Disaster Preparedness, First Edition*

Select the best response.

1. Disaster preparedness is:
 - A. Good business
 - B. A marketing tool
 - C. Being prepared for earthquakes, floods, etc.
 - D. All of the above

2. Planning before a natural disaster happens can:
 - A. Be a team-building experience
 - B. Help determine appropriate insurance coverage
 - C. Prevent the natural disaster
 - D. All of the above
 - E. A and B

3. The chief executive officer must be in charge of the disaster plan.
 - A. True
 - B. False

4. A disaster-related problem chart can help you to estimate:
 - A. The likelihood of certain disasters happening
 - B. Your institution's degree of vulnerability to certain disasters
 - C. Whether or not you will survive a disaster
 - D. A and B

To answer questions 5 and 6, decide whether the following hazards are structured or non-structured.

1. Nonreinforced masonry used in a building
2. Equipment bins that could fall
3. Inadequate exits
4. Heavy objects on high shelves
5. Building located near a wildland area
6. Doors vulnerable to possible flood water
7. Inaccessible fire extinguishers

5. The following are structural hazards:

- A. 3, 4, 6, 7
- B. 1, 3, 5, 6
- C. 2, 4, 6
- D. 2, 4, 5, 6
- E. 2, 5, 6

6. The following are non-structural hazards:

- A. 2, 4, 7
- B. 1, 4, 5, 6
- C. 2, 3, 4, 5
- D. 1, 3, 5
- E. 2, 3, 4, 6, 7

Select the best response.

7. To reduce the effect on company records in case of a disaster, you should:

- A. Back up computer files and update regularly
- B. Have a non-computer work plan
- C. Store insurance and tax records adequately
- D. All of the above

8. Workers who should be competent in CPR and basic first aid are:

- A. Senior management
- B. All employees
- C. The personnel staff
- D. Someone on every shift in each location

9. In a disaster, if employees have to shelter in place, it is most important to have emergency:
 - A. Food
 - B. Water
 - C. Cots and blankets
 - D. Radios

10. First aid supplies should include:
 - A. Adhesive tape and bandages
 - B. Non-aspirin pain reliever (acetaminophen)
 - C. Antibiotics
 - D. All of the above
 - E. A and B

11. Individuals responsible for the day-to-day operation of each company function should:
 - A. Complete a detailed plan for their function's return to normal
 - B. Be a member of the Disaster Response Team
 - C. Both of the above

12. To gather information for a disaster planning effort, the person in charge should:
 - A. Be the person to collect the information
 - B. Delegate responsibility for collecting the information

13. It is a good idea to collect in advance the documentation your insurance company needs to reimburse you for losses after a disaster.
 - A. True
 - B. False

14. To maintain contact with your customers following a disaster, you should:
 - A. Establish a Web site now
 - B. Plan to use a phone service to receive voice messages
 - C. Devise a plan now for maintaining contact
 - D. Address the problem only if it occurs
 - E. A, B, and/or C

15. You should consider having an alternate system for producing your company's products if your regular system is disabled.
- A. True
 - B. False
16. Your manufacturing facility should be:
- A. Located close to your supply source
 - B. Able to be served by substitute vendors
 - C. Operate even if roads are impassable
 - D. All of the above
 - E. B and C
17. Records must be safeguarded during a disaster so that:
- A. They can be retrieved for insurance reports
 - B. You can document operations for disaster relief purposes
 - C. Both of the above
18. Cash flow during a disaster:
- A. Cannot continue if mail is disrupted
 - B. Cannot continue if the usual staff is unavailable
 - C. Must continue
 - D. A and B
19. Critical information should be stored off-site and in hard copy.
- A. True
 - B. False
20. Someone should be responsible for coordinating insurance issues:
- A. So that full coverage is achieved
 - B. Because insurance companies require it
 - C. To avoid suit against the company
 - D. All of the above

21. Food and essential supplies and first aid capability should be in place at the time of a disaster for:
- A. 24 hours
 - B. 48 hours
 - C. 72 hours
 - D. 5 days
22. A company Emergency Command Center should be:
- A. Without windows
 - B. Equipped with a phone line independent of the power supply
 - C. Away from your facility
 - D. All of the above
 - E. A and B
23. Don't remind employees of the disaster preparedness plan once it is in place or you will undermine employee morale.
- A. True
 - B. False
24. FEMA:
- A. Is the Federal Emergency Management Association
 - B. Provides grants and loans for victims of disasters
 - C. Is an advisory group only
 - D. A and C
 - E. A and B
25. Employees should be encouraged to put the needs of the company before their personal and family needs following a disaster.
- A. True
 - B. False

**Answer Key for
Disaster Preparedness, First Edition**

Recommended response (Corresponding workbook page)

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|------|-------|-------|-------|-------|
| 1. D | 6. A | 11. A | 16. E | 21. C |
| 2. E | 7. D | 12. B | 17. C | 22. B |
| 3. B | 8. D | 13. A | 18. C | 23. B |
| 4. D | 9. B | 14. E | 19. A | 24. E |
| 5. B | 10. E | 15. A | 20. A | 25. B |