NASA Emergency Notification Survey Following An Actual Event

Please check the response most appropriate to your experience.

1. **Warning and Evacuation Notification**

   Did you hear the QuakeGuard Early Warning and Notification message (AFRC) or the Shakeout message (B-703) over a VOIP phone or overhead speaker?
   - o   Yes
   - o   No

   Did you evacuate after the message ended?
   - o   Yes
   - o   No

   Are you currently safe?
   - o   Yes
   - o   No

2. **Fire Warden Awareness**

   Did you know who your primary and back up Fire Wardens were?

   - o   Yes, I knew who my fire wardens were.
   - o   No, I did not know the names of my fire wardens.
   - o   As a result of the event, I now have the most current information related to my fire warden points of contact.

3. **Assembly Point and Zone Aid Station Awareness**

   Did you know where your designated Assembly Point and Zone Aid Station's are located?
   - o   Yes
   - o   No

   If yes, were you able to successfully locate your Fire Warden and Zone Coordinator at your designated Assembly Point and/or Zone Aid Station?
   - o   Yes
   - o   No

   If you were not aware of the designated Assembly Point and Zone Aid Station, what did you do?

4. **Have you recently verified your contact information for the Emergency Notification System?**
   - o Yes
   - o No

   How recent was the information verified?
   - o Within the past 60 days
   - o Within the past 90 days
   - o Within the year?
   - o Cannot recall the last time I verified my contact information in the Emergency Notification System.

5. **Were you able to successfully place a call using your GETS card?   (Recommend spelling out GETS the first time it appears.)**
   - o Yes
   - o No

6. **Were you able to successfully place a call with the WPS enabled mobile device?**
   - o Yes
   - o No
   - o I do not have a WPS enabled mobile device

7. **Did you receive the alert phone call?**
   - o Yes
   - o No

8. **Did you understand the instructions?**
   - o Yes
   - o No

9. **Were you properly instructed on what to do during the shelter in place?**
   - o **Yes**
   - o **No**

10. **Did you receive the all-clear message?**
    - o **Yes**
    - o **No**

11. **Are you relocating to the alternate facility?**
    - o Yes
    - o No

12. Contact Information Validation

Is your personal contact information current in Employee Express (for Civil Servants) or id.nasa.gov (for Contractors)?
   - o Yes, my personal contact information is current.

o   No, I need to update my personal contact information and will complete by mm/dd/yyyy

13. Emergency Procedure Familiarity

Are your familiar with your Center's emergency procedures?
o Yes, I am familiar with the procedures.
o No, I need to familiarize myself with the procedures.

Are you familiar with your Center's accountability procedures?
o Yes, I am familiar with the procedures.
o No, I need to familiarize myself with the procedures.

Do you know how to obtain the emergency procedure documentation?
o   Yes, I am familiar with the procedures.
o   No, I need to familiarize myself with the procedures.

14. Current Safety and Mobility Status

Are you safe?
o   Yes
o   No

Are you and your family safe and okay?
o   Yes
o   No
o   Don't know about my family yet.

Can you report to work?
o   Yes
o   No

Are you in a secured location?
o   Yes
o   No

Do you need assistance?
o   Yes
o   No

15. If your home/dwelling was damaged, what is the extent of the damage to your home/dwelling?
o   Little to no damage
o   Serious damage but not destroyed completely
o   Substantial damage
o   Complete destruction

16. Can you work from home if the need arises?
o   Yes

o   No

17. Are you telework ready?
- o   Yes, I took my laptop home
- o   Somewhat, I took my laptop home did not forward my phone.
- o   Somewhat, I forwarded my phone but did not take my laptop home.
- o   No, I did not take my laptop home or forward my phone.

18. Did you know you can receive text ENS messages?
- o   Yes
- o   No

19. Did you receive information about the operating status of NASA HQ?
- o   Yes
- o   No

20. **Please share the source of information you received regarding the operating status of NASA HQ.**
- o   OPM
- o   Headquarter Center Operations Phone
- o   NASA HQ Emergency Operations
- o   Other (Please explain:_____)

21. Please respond to one of the options.
- o   Yes, I can respond to the EOC.
- o   Yes, I can respond to the EOC but will be delayed.
- o   No, I cannot respond to the EO.C

22. If you were teleworking at the time of the event, did you use VPN?
- a.   Yes
- b.   No
- c.   I was not teleworking. This does not apply to me.

23. If you teleworked, were you able to access key applications and folders?
- a.   Yes, I was able to access key applications and folders.
- b.   I was able to access <u>some</u> key applications & folders but not all.
- c.   No, I was not able to access key applications and folders.
- d.   This does not apply to me.

24. Was the phone number by which you were contacted your work or cell phone?
- a.   Work phone
- b.   Cell phone
- c.   I was not contacted by phone.

25. Was the email by which you were contacted your preferred email?
- a.   Yes
- b.   No
- c.   I was not contacted by email.

26. Were the instructions on the survey easy to understand and respond?

o   Yes
o   No

Thank you for participating in this survey. Our goal is to improve NASA's emergency notification processes.

Paperwork Reduction Act Statement

This information collection meets the requirements of 44 U.S.C § 3507 as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 2700-0153 and this information collection expires on 07/31/2018. We estimate that it will take 5 minutes to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate to: representative designee.headquarters.gov