

## Staff Notification and Assembly Drill

Form Approved

OMB Approval No. 0920-1352

Expiration Date:10/31/2024

### Drill information

- a. Date and time first person notified
- b. Date and time last person acknowledged notification
- c. Extent of advanced notification
- d. Incident management roles (or equivalent lead roles) activated (Select all that apply)
- e. Target time for assembly (in minutes)
- f. Type of staff assembly
- g. Date and time last person assembled
- h. Total number of staff who assembled
- i. Staff acknowledged completion time
- j. Staff assembly completion time