



**TOOL #16**

**EPRP EVALUATION FORM**

<b>EPRP Development Evaluation - Planning Process and Plan</b>	
<b>Quantitative aspects</b>	
How much time did you spend in developing the plan? (too much, too little, right amount)	
Do you have any ongoing responsibilities for follow up, maintenance, or revision of your part of the plan?	
<b>Efficiency of the process</b>	
Were planning meetings well-focused on the task at hand?	
Were planning partners informed of timelines and expected outputs?	
Were planning outputs well-documented and incorporated into the overall plan?	
Did your group or team complete your portion of the plan within the agreed timeline?	
<b>Qualitative aspects</b>	
Were the right partners chosen to be involved in the process?	
Were standards and guidelines to be followed in the plan documented and explained?	
How would you rate the quality of the plan produced?	
How would you rate the quality of the meeting management and facilitation?	
<b>Values/Perception</b>	
Do you feel that the process was worth your time?	



Do you feel that the plan produced was worth your time?	
Do you believe that the process has better prepared you and other potential responders for emergency response?	
Do you believe that the plan produced has better prepared you and other potential responders for emergency response?	
What improvements can you recommend for improving this process or this plan?	