

***** EXAMINATION *****

HOW TO PLAN FOR WORKPLACE EMERGENCIES AND EVACUATIONS

1. **A well-thought-out emergency plan will protect**
 - a) you
 - b) your employees
 - c) your business
 - d) All of the above

2. **A workplace emergency may threaten**
 - a) your employees
 - b) your customers
 - c) the public
 - d) All of the above

3. **Few people think clearly during**
 - a) an emergency
 - b) a disaster
 - c) a crisis
 - d) All of the above

4. **An emergency plan must include**
 - a) an evacuation policy and procedure
 - b) a list of practice evacuation dates
 - c) the type of structure to be evacuated
 - d) All of the above

5. **Emergency escape procedures and route assignments such as**
 - a) location of water fountains
 - b) location of bathrooms
 - c) workplace maps
 - d) All of the above

6. **Procedures for employees who remain in the building**
 - a) may include finishing payroll
 - b) may include operating fire extinguishers
 - c) may include checking workmen compensation claims
 - d) All of the above

7. **Rescue and medical duties should be performed by**
 - a) designated workers
 - b) upper management only
 - c) lower management only
 - d) None of the above

8. **A designated assembly location is used to**
 - a) look for employees during an evacuation
 - b) account for employees during an evacuation
 - c) find disabled employees during an evacuation
 - d) None of the above

9. **An emergency communication system may include**
 - a) an alarm
 - b) a portable radio unit
 - c) a public address system
 - d) Any of the above

10. **Persons unable to hear or see alarms should have**
 - a) a cell phone
 - b) a beeper
 - c) a tactile device
 - d) Any of the above

11. **A disorganized evacuation may result in**
 - a) confusion
 - b) property damage
 - c) injury
 - d) Any of the above

12. **A designated person to account for personnel is called**
 - a) an evacuation warden
 - b) an escape artist
 - c) a security guard
 - d) a fireman

13. **The evacuation procedure should include**
 - a) routes and exits
 - b) location of upper management
 - c) location of lower management
 - d) All of the above

14. **All employees should be trained to assist**
 - a) employees who can evacuate the quickest
 - b) persons who are disabled
 - c) persons who are customers
 - d) None of the above

15. **Evacuation will include**
- a) leaving the building only
 - b) leaving your office only
 - c) leaving the building and possibly leaving the community
 - d) asking only the owner what he thinks
16. **Evacuating your premises may include**
- a) shutting off the water
 - b) shutting off the gas
 - c) shutting off the electricity
 - d) Any of the above
17. **Evacuating the building in the case of a news report**
- a) is always the final resort
 - b) is always the best resort
 - c) may be dangerous because the hazard is outside the building
 - d) both a and b
18. **Generally, one evacuation warden should be adequate for every**
- a) 5 persons
 - b) 20 persons
 - c) 50 persons
 - d) 80 persons
19. **Emergency exits and routes should be**
- a) clearly marked
 - b) wide enough
 - c) unobstructed
 - d) All of the above
20. **If no onsite person with adequate training in first aid**
- a) is available, an infirmary should be close
 - b) is available, a hospital should be close
 - c) is available, a clinic should be close
 - d) Any of the above

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I hereby certify that I studied the course materials, and the above answers are my own. No other person has helped me to complete this exam.

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