

**Real-time Evaluation: 10:00-10:10 am
February 25, 2009**

Bldg	Good	Not Good
6	<ol style="list-style-type: none"> 1. Evacuation & re-entry were timely & orderly. Occupant stayed in appropriate areas, count taken for each group. 	<ol style="list-style-type: none"> 1. Persons with mobility problems are left on landing INSIDE bldg. 2. One employee was seen pulling a box on wheel with her when evacuating. 3. Non-occupants (students) tried to enter bldg. 4. Occupants exited thru Mauka double doors need to be warned of occupants leaving Kimberly at the same time. 5. During evacuation, some went back to cars to get umbrellas. 6. Some went back into bldg to get umbrellas, some stopped to wait for friends.
14	<ol style="list-style-type: none"> 1. Timely and orderly. Instructors were the last to leave classroom. 2. Instructors collected students and remained in charge. 3. Evacuation & re-entry were timely & orderly. Occupant stayed in appropriate areas, count taken for each group 4. Evacuation thru Diamond Head exits to Lot 3 was very good. Timely evacuation, knew where to assemble. 	<ol style="list-style-type: none"> 1. We didn't know that there were ICE classes on 2nd floor of 14 till morning of drill's day. 2. 14/203 & 14/204: ICE classes – instructors were not sure what to do, walked pass exit (across from classroom) and go onto lanai before coming back and exit properly. 3. Slight confusion of ICE teachers because they did not know of or receive instructions prior to drill. Learned of fire drill immediately prior to drill happening. Did not observe accountability, but when I asked Bob Miller & Jake they both said that all their students came out. Both ICE teachers were surprised but thought that this was a good idea and were not upset at not knowing of this in advance. They both felt that this was a great practice to do (drills). 4. Students left their backpacks and purses in classrooms. Told later in the future, if able, grab important personal items and leave immediately. Instructors said they will communicate this to students when they go back to class. 5. Most fire doors are left open with wooden wedges 6. No one exited thru Mauka Exit back of WELD 7. RAC students walked thru CARP, instead of Mauka Exit. Instructor did not count (may assigned to students?). Student did not appear to take drill seriously Exit routes should not go thru hazardous areas: flammables & Combustables. See explanations –General Comment #31

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Bldg	Good	Not Good
14 (cont)		8. Ewa & Mauka exits by Observer #8: were aware of designated area but stayed around Bldg 20 to avoid rain. Moved when told of designated area 9. WELD students were told to stay out of rain. If their clothes are wet, they may get an electrical shock when returning to welding. 10. Evacuation thru Makai Exit was neither timely nor orderly. Occupants seemed confused, not sure where to assemble. 11. Drill termination was not clearly made known
27	1. Evacuation & re-entry were timely & orderly. Occupant stayed in appropriate areas, count taken for each group 2. No mobility problem; no missing persons, all accounted (students & instructors); no customers today.	1. Some students took refuge in a pickup truck's cab. 2. Alarms were still going when students started to return to classes. Alarm stopped about one minute after re-entry had begun. 3. Students were professional, took drill seriously 4. Some were hesitant to go out due to rain. Some stayed under a tree smoking.

General Comments:

1. Lot 3 on Makai side will be renamed Lot 3B. Consider making these changes on assembly areas:
 - Not using Lot 3B as an assembly area.
 - Bldg 14 Mauka & Diamond Head Exits: Go to Lot 3, stay as close to DH fence as possible
 - Bldg 14 Makai & Ewa Exits: Go to Lot 7
 - Bldgs 6 & 27: Go to Lot 4A
2. 10 am is a break time for CARP. Future drills should be scheduled at a different time. Drills should be scheduled earlier during the semester to avoid midterm & final exams.
3. Do we need to change evacuation procedures for persons with mobility problems? We will need different procedures for different types of buildings.
4. Evacuation for persons with mobility problems in Bldg 6: Why risking two lives by having one helper stay with person? Shouldn't person be left alone and both helpers go to HFD?
5. Lecturers on hcc-admin-announce or honcc-1?
6. When should we start having Bldg kits?
7. Flags for each instructor when leading the group?

General Comments (cont):

8. Post signs (“Drill in progress, do not enter” or “No entrance emergency shutdown”) on doors during drills to prevent non-occupants/visitors to enter?
9. Communications during drills – how do we stay in touch?
10. Contracted security was very helpful.
11. Contract security was not effective in controlling traffic.
12. Dana (O&M) didn’t know that this was a drill, came to check if it was a false alarm.
13. Role player: wear a sign around neck “Wheelchair”
14. Post someone outside doors to prevent unauthorized re-entry
15. Although Ben did tell parking guard that they are to direct and halt traffic, noticed midway through drill that vehicle entered parking lot and was parking in lot 3. Pkg guard was seen coming out from grassy area between Lot 7 & 3 and had earphones in one ear. One comment heard that was made by someone was that the appearance of parking guard having earphone in made it seem like the event was not serious enough to be considered important. This translates into a negative comment that they may not have taken comments/requests by guard seriously should it have been necessary for guard to have done so.
16. Some tech area teachers were not with their classes but perhaps could not have been helped to a certain degree because of their active role in the drill (Dean Crowell, Derek Oshiro, and some others). As much as possible, we should encourage that all instructors or at least once their role is done that they should go and stay with their students. One reason is so that they will listen to their instructor but may not listen to others (to stay or leave or any other commands). When I walked to up these students without instructors in parking lot to ask them if they knew that all their friends got out they said that they knew “yes” but when I asked how did they know, they did not answer. I’m sure that Derek and Dean both may have known but how do we handle this when no one in the class takes on the role to make sure the class got out???? Another student made a comment that half the class is on lunch break so that was sort of my point, how do you know who’s here and who’s not supposed to be here. No answer.
17. Carpentry students who exited front gate (Dillingham side) because of the rain were hovering in area near Trades building sign under eave. Also there was one instructor, Jason (Carp) and Bert. I asked the students to move out of the eave into the right parking lot (lot 3) and they didn’t want to go because of the rain and grumbled about it and also were looking at instructor and Div Chair why they could stay. As soon as they move to site, I asked Bert and Jason to also move away which they complied.
18. After drill coordinators check building (Dean and Derek) where were they supposed to go? They were sort of inside under the big bay door half in/half out at Carpentry separated from their students yet away from the action (should they have reported to the front?)
19. I like the idea of pushing the students in lot 3 to go to the far back fenceline. They were at the middle tree between the driveway closest to Carpentry and the 1st row of parking spaces.
20. Night time I saw tall orange traffic cone placed at bottom of driveway by Lot 3 so cars wouldn’t come in. This would be nice to include in a checklist for Security/Parking to do all the time. Saves possible accident if cars speed up driveway not knowing that people may be evacuating or in the parking lots.

General Comments (cont):

21. Think signs in parking lot might be nice for signaling where certain Bldgs should evacuate near.
22. Would be nice to keep fire doors always closed in Bldg 14 for safety reasons. Maybe we need to put up sign such as "To protect from Fire, Do not Prop Door Open" or "Keep Door Shut for Safety"
23. Would have been good to have key people (Ken, Security, and important folks) in bright vests. Hard to see where people were.

24. Even if don't take roll, would be nice to have instructors take their class roster with them. Helpers might benefit from reading and seeing what instructors, drill coordinators, and students received.
25. Need to replace mobility signage and some faded or torn emergency exit signs and arrows throughout building.
26. Next time do drill unannounced.
27. Like idea of pushing Bldg 6 and/or 27 into lot 4A than to mix folks up. Best to keep 1st row clear.
28. Check with Kaiulani School to see if we can evacuate there should we need to.
29. It appeared as though from where we were that as soon as Bldg 14 siren stopped, students started to move towards building. Not sure if all clear was given as couldn't hear.
30. Bldg 6 and other buildings more likely to get visitors, put up sign "Building Closed. Do not Enter" or "Emergency Drill in Progress. Do not Enter until Instructed."
31. Comments from Derek Oshiro regarding RAC students (Bldg 14, #7) :

"I personally checked to see if everyone was out of our areas, upstairs and downstairs. As I passed through doorways, I kicked out anything that prevented the doors from closing, again, only areas that I control. In the past, my students were instructed to exit through carpentry. One reason is due to the fact that our classroom is right next to the carpentry classroom, and it would make sense to follow them through the carpentry lab to get to Parking Lot 3. It really does not make sense for RAC students in the classroom to go through the RAC lab and out the mauka door/s, then go around the building to get to parking lot 3. It just makes more sense to take the shortest route, unless the fire was in the carpentry lab.

Lastly, it just so happens that my "regular" class is on break at 10:00am (like carpentry), and my "other" class (Allen's) starts at 10:00am, so I'll admit there was a little confusion going on as to how to keep them all together, but they were told by me to go through the diamond head exit because they were already next to the hallway that takes a straight path to parking lot 3.

Personally, I don't think we should change the time of the drill to accommodate specific needs because when the real one happens, it happens. All in all, I think it was a good exercise."

**Real-time Evaluation: 6:00-6:05 pm
February 25, 2009**

Bldg	Good	Not Good
14	<ol style="list-style-type: none"> 1. Evacuation & re-entry were timely & orderly. Occupant stayed in appropriate areas, count taken for each group 2. WELD students took about 40 seconds after alarms started, but all come out in group followed by two teachers. Teachers and students were well organized almost as if they practiced before the drill. since they started in one group, I assume they assemble in their designated spot. 	<ol style="list-style-type: none"> 1. Ewa Exit: Students went to Lot 3B instead of Lot 7. Instructor was confused, didn't know if he was supposed to lock classroom doors for security purposes. I assume accurate count is taken. 2. Ewa Exits: Students followed teachers by walking close to front of bldg along railing rather than using the appropriate path between Bldgs 14 & 27. 3. DH Exit: Some did not stay in designated area. 4. Difficult to hear the all-clear/re-entry signal 5. Could not hear whistle 6. Two trucks drove by while evacuation in progress 7. Took about one minutes for all except one student. James went back in to make sure that all had evacuated. 8. Instructor reentered to make sure that all had evacuated. 9. Posted exit arrows on second floor need to be replaced 10. Room 205 closed rollout door before evacuating.
27	<ol style="list-style-type: none"> 1. Evacuation & re-entry were timely & orderly. Occupant stayed in appropriate areas, count taken for each group. 2. All appeared very calm. Extra instructors provided support even though they had no students. 	<ol style="list-style-type: none"> 1. Not sure if count was taken for each group 2. COSME students attempted to return before whistle from Kenrick. 3. Oceanic students did not seem to want to re-enter. Stood outside at corner & entrance.

General Comments:

1. Occupants need to stay away from bldgs.
2. Use cones to stop traffic during drills
3. 6 pm is a dinner break for Apprentice. Future drills should be scheduled at a different time. Drills should be scheduled earlier during the semester to avoid midterm & final exams.
4. Ken should be able to communicate to Observers. Radios should be given to Observers, allowing Observers to receive all-clear signal from Ken and communicate it to evacuees.
5. Coordinators & observers need to be trained on how to use radio