STEP SIX
Evaluate the effectiveness of the emergency preparedness plan and update as needed.

The school nutrition emergency preparedness plan must be viewed as a living document. Continuously identify areas of improvement to ensure your program is able to properly respond to emergency situations. Update the content of the plan on a routine basis to ensure accurate information is available.

Evaluate Plan Effectiveness

To evaluate the effectiveness of the plan consider the following questions:

• Was the emergency preparedness team available when contacted?
• Did the contact directory contain current names and phone numbers?
• Did school nutrition employees perform their assigned tasks during the emergency?

ADDITIONAL QUESTIONS:

• What measures were taken to ensure food safety?
• Was the amount of food and water ordered adequate?
• Were additional food and supplies needed?
• Were food and supplies available from the previously identified resources?
• Were stakeholders helpful?
• How can the preexisting plan be improved?

A written emergency preparedness plan ensures the safe production, service, and storage of food. It is impossible to predict the intensity of an emergency. A well-conceived plan provides the foundation for what actions to take in the event of a disruption.