*Acceptable?*

**YES NO**

  **Management Essay** *(Must earn 18 out of 24 possible points.)*

|  |  |  |  |
| --- | --- | --- | --- |
|  | Design Elements | Yes | No |
| 1 | Identification of the problem.  *Not just a re-statement of the scenario.* |  |  |
| 2 | Identification of the objective.  *Specific points or desired outcomes.* |  |  |
| 3 | Description of necessary actions.  *Tasks or steps necessary to meet the objective(s).* |  |  |
| 4 | Description of intended outcome.  *What will be reached, not a re-statement of the objective(s).* |  |  |
| 5 | Description of human resources.  *What people are necessary to meet the objective(s), who or what groups.* |  |  |
| 6 | Description of material resources.  *What technical guidance is used, what things must be used.* |  |  |
| Total points (6 max) | | |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| KSA | Knowledge and Abilities of disaster/emergency management and written communication Skills | Good  2 | Fair  1 | Not Covered  0 |
| 1 | Demonstrated ability to develop a solution for the stated problem. |  |  |  |
| 2 | Demonstrated knowledge of the Prevention phase/mission area of disaster/emergency management and activities. |  |  |  |
| 3 | Demonstrated knowledge of the Mitigation phase/mission area of disaster/emergency management and activities. |  |  |  |
| 4 | Demonstrated knowledge of the Preparedness phase/mission area of disaster/emergency management and activity. |  |  |  |
| 5 | Demonstrated knowledge of the Response phase/mission area of disaster/emergency management and activity. |  |  |  |
| 6 | Demonstrated knowledge of the Recovery phase /mission area of disaster/emergency management and activity. |  |  |  |
| 7 | Demonstrated knowledge of the organization and the environment in which it operates. |  |  |  |
| 8 | Demonstrated knowledge of codes, legislation, regulations, plans, policies, or procedures which impact the disaster/emergency management function. |  |  |  |
| 9 | Demonstrated skill in written communication as evidenced by the essay that demonstrated your ability to present information in a logical, clear manner. |  |  |  |

Scale: O – Not covered, minimal 1 – Covered, 2- Coverage in depth

*Acceptable?*

**YES NO**

*  **Signed Independent Work Statement**

*Acceptable?*

**YES NO**

 **Properly Formatted?**

**RECOMMENDED LANGUAGE FOR INCOMPLETE ESSAYS**

**List the Design Elements not covered**

**List Knowledge and Abilities of disaster/emergency management and written communication Skills that are not scored 2**