

# Crisis Communication Response Evaluation Form

## Basic Information

Crisis/Event Name

Date

Evaluator Name

## Evaluation Criteria

1. Timeliness of Communication

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

2. Accuracy of Information

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

3. Consistency of Message

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

4. Clarity of Message

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

5. Appropriateness of Tone

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

## **Strengths**

## **Areas for Improvement**

## **Additional Comments**