

Talk to Me! Feedback Data Form

Name _____

Organization _____

Does your organization have an emergency communications plan? Yes No

Does your organization have an Emergency or Public Information Coordinator? Yes No

Please provide their contact information below.

Name _____ **Title** _____

Phone _____ **Fax** _____

Email _____

1. Who's your primary external audience? _____

2. How many individuals are in your primary external audience? _____

3. How do you communicate with this group now? _____

4. What are other external audiences do you communicate with now? _____

(Continued on back)

5. What might be different in an emergency? _____

6. What communications tools will work best for your audience? _____

7. Will trainings help? What kind? _____

8. Who in your organization is responsible for communicating internally, for example with employees? _____

9. How does your organization communicate internally, for example do you use email, newsletter or other methods? _____

10. Do you have any other suggestions or comments that would help us work with your organization better? _____

