



FIRE DRILL RECORD

The purpose of a fire drill is to ensure that occupants understand the procedures necessary in case of fire to: sound the alarm, notify the fire department, take any steps to safely confine and contain the fire if possible. Participants must also understand the conditions when it is necessary to evacuate the building and how to proceed to the muster area.

Building: _____ **Room:** _____

Department: _____ **Course/Section:** _____

Table Top Exercise

Partial Evacuation (No Alarm)

Evacuation

If evacuation was performed, indicate total time _____