



Emergency Drill Evaluation Report

Type of drill: Fire Date of drill: 1-23-17

Time drill started: 2:35 Time drill concluded: 2:41

Exact time required to evacuate/shelter/secure: 3 mins

Time alarm sounded: 2:35

Time when all employees cleared the building and were accounted for: 2:41

Remarks: Went great

This report is for emergency drill # 6 for school year 16-17.

Name of person conducting drill: Ramona - Shane

Title of person conducting drill: Office Mgr / Safety Officer

Signature of person conducting drill: Ramona Shane

Drill was coordinated with:

NA Emergency Management Coordinator
Name & Title _____

NA Law Enforcement Done In House
Name & Title _____

NA Fire Chief or designee
Name & Title _____