



Emergency Drill Evaluation Report

Type of drill: Fire Drill Date of drill: 9/26/2019

Time drill started: 11:01 am Time drill concluded: 11:06 am

Exact time required to evacuate/shelter/secure: 2 minutes

Time alarm sounded: 11:01 am

Time when all employees cleared the building and were accounted for: 11:03 am

Remarks:

Good Drill. New location for meeting, some confusing on exactly where to line up

This report is for emergency drill # 1 for school year 19/20.

Name of person conducting drill: Ramona DuPuis

Title of person conducting drill: Office Manager / Safety Coordinator

Signature of person conducting drill: _____

Drill was coordinated with: Drill was done in house.

N/A Emergency Management Coordinator
Name & Title _____

N/A Law Enforcement
Name & Title _____

N/A Fire Chief or designee
Name & Title _____