

Fire Drill Report

Site (address):		Sheeplands Farm, Wargrave, RG10 8DJ	
Date and Time of Drill: 28/02/2020, 17:00		Shift: ☒ Day ☐ Night	
Total Time of Drill: 28/02/2020 10 min			
Buildings/Departments/Personnel who participated:			
Fire Drill Details			
Name of Person Conducting the Drill: [REDACTED]			
Was the alarm sounded for the drill? ☒ Yes ☐ No			
Number of occupants evacuated: 51			
Which areas of the facility were affected?			
☒ Camp Site ☐ Packhouse ☐ Other Specify:			
Was an evacuation of these areas completed? ☒ Yes ☐ No			
If an evacuation was not completed, explain why.			

Effectiveness of the Drill	Satisfactory	Unsatisfactory	Comments
1. Personnel response	☒	☐	
2. Occupant/visitor response	☒	☐	
3. Personnel familiar with duties	☒	☐	
4. Effectivness of procedures	☒	☐	
5. Speed of Evacuation	☒	☐	
6. Comunication during drill	☒	☐	
7. Personnel familiarity with protection systems	☒	☐	

Attachments:	
☒ List of occupants	☐ Other Specify:
Date of Report:	02/03/2020
Completed By:	[REDACTED]
Signature:	[REDACTED]