



Fire Drill Report

Date and Time of Drill: 21/06/2024

Shift: ☒ Day ☐ Night

Total Time of Drill: 10 mins

Buildings/Departments/Personnel who participated:

Unusual Conditions (weather):

Name of Person Conducting the Drill

Was the alarm sounded for the drill?

☒ Yes☐ No

Number of occupants evacuated: 410

Which areas of the facility were affected?

☒ Campsite☐ Other:

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. Effectiveness of procedures	✓		
5. Speed of Evacuation	✓		
6. Communication during drill	✓		
7. Personnel familiarity with protection systems	✓		

Attachments:

☐

List of occupants

☐

Other:

Date of Report: 21/06/2024

Completed By:

Signature:

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Owner/authorised by: Health and Safety/KJ

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