Appendix 14.9

Sample Fire Drill Record Template

|  |  |
| --- | --- |
| Name of Assisted Boarding House: |  |
| Address: |  |
|  |  |
| Person conducting the drill: |  |
| Date of drill: |  | Time of drill: |  |
| Notification method (eg verbal, fire alarm): |  |
| Staff and residents participating: |  |
|  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Number of occupants evacuated: |  |
| Special conditions simulated: |  |
|  |
| Problems encountered to address during next drill: |  |
|  |
|  |
| Time from start to complete evacuation: |  |