|  |  |  |  |
| --- | --- | --- | --- |
| Unit # |  | Dated |  |
| Time of Fire Alarm |  | 1st Person Arrived at Assembly point (Time) |  |
| Last Person Arrived at Assembly point (Time) |  | Total Time of evacuation |  |

Number of participants: \_\_\_\_\_\_\_\_\_\_\_\_

No. of Missing Persons (If any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No | Observations | Yes | No | Remarks |
|  | Did occupants immediately begin to evacuate? |  |  |  |
|  | Were the building staff aware that how to response in case of emergency. |  |  |  |
|  | Did everyone evacuate the building? |  |  |  |
|  | Did everyone remain outside the building and wait for further instructions? |  |  |  |
|  | Was the emergency response team knowledgeable in their assigned duties? |  |  |  |
|  | Was the drill conducted in an orderly manner? |  |  |  |

Drill Rating: Excellent Good Poor

Comments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Observed /Rated By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ERT Leader Name & Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_