

Gates Fire District On Site Fire Drill Assessment Form

Document No.

000044

Conducted on

9/10/15, 9:27 AM

Location

ABC Company, 123 Sample Street

Score

4/6 - 66.67%

Disclaimer

The assessors believe the information contained within this risk assessment report to be correct at the time of printing. The assessors do not accept responsibility for any consequences arising from the use of the information herein. The report is based on matters which were observed or came to the attention of the assessors during the day of the assessment and should not be relied upon as an exhaustive record of all possible risks or hazards that may exist or potential improvements that can be made.

Information on the latest workers compensation and OHS / WHS laws can be found at the relevant State WorkCover / WorkSafe Authority.

Confidentiality Statement

In order to maintain the integrity and credibility of the risk assessment processes and to protect the parties involved, it is understood that the assessors will not divulge to unauthorized persons any information obtained during this risk assessment unless legally obligated to do so.

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Audit - 4/6 - 66.67%

Question		Response	Details
Evacuation Start Time:		2:00 PM	
Evacuation End Time:		2:05 PM	
Total time for evacuation process including accountability:		5 Minutes	
Was the building completely evacuated?		Yes	
Was the evacuation alarm heard in every area of the building?		No	Speaker in northwest corner of building not working
Are the fire lanes clear and accessible to the fire department?		Yes	
Did all employees meet at their designated meeting point?		Yes	
Have procedures for the handicapped been addressed?		Yes	
Did all equipment (doors, alarms, pull stations, exit signs, etc.) function properly?		No	
Problem or Issue Noted:			
Additional Comments/Requirements:		management to call in alarm company to repair speaker	
FIRE ALARM CAME IN TO GATES FIRE DISTRICT HQ IN HOW MANY MINUTES?		4 minutes	
NUMBER OF PEOPLE EVACUATING?		75	
Building Representative:	John Doe		
Gates Fire District Evaluator:	Joe Manuse		