

FIRE DRILL EVALUATION

Date	Time	Department	Shift Morning Day Evening
Location			
How was fire reported	Phone _____	Radio _____	Alarm _____
1. Time drill began:			
2. Time exit doors unlocked:			
3. Time area evacuated:			
4. Total Time to evacuate (Time #3-Time #1):			
5. Time emergency keys drawn from drill site:			
6. Time emergency keys arrived at the drill site:			
7. Total time for emergency key response (Time #6-Time #5):			
Custody staff responding (Names)		Assigned staff assisting (names)	
Was Fire Drill Simulated?		Yes _____	No _____
Were all exit doors unlocked?		Yes _____	No _____
Staff opening exit doors			
Did all locks and doors function properly		Yes _____	No _____
How many inmates were evacuated		To what location?	
Staff directing evacuation			
Were all fire exits clearly marked?		Yes _____	No _____
Were fire exits and aisles clear?		Yes _____	No _____
Did control center simulating calling the local fire department?		Yes _____	No _____
Were emergency keys issued?		Yes _____	No _____
Comments:			
Supervisor's Signature			