

Form 13-a2

**EMERGENCY/EVACUATION DRILL ANALYSIS**

DATE OF DRILL: \_\_\_\_\_ TIME: STARTED \_\_\_\_\_ ENDED \_\_\_\_\_

TYPE (Evacuation, Tornado, etc.) \_\_\_\_\_

1. ALARM NOTIFICATION:
  - A. Who answered emergency line? \_\_\_\_\_
  - B. How many rings before the phone was answered? \_\_\_\_\_
  - C. How well was the call handled? \_\_\_\_\_
  - D. How long before the alarm sounded? \_\_\_\_\_
  - E. Was a P.A. announcement made? \_\_\_\_\_
  - F. Was the announcement clear? \_\_\_\_\_
  
2. EVACUATION
  - A. Did evacuation begin immediately? \_\_\_\_\_
  - B. How long before everyone was out? \_\_\_\_\_  
Main Jobsite \_\_\_\_\_  
Office Employee Exit \_\_\_\_\_  
Storage/Warehouse Area \_\_\_\_\_
  - C. Did all employees gather AWAY from the project? \_\_\_\_\_
  
3. CONTROL CENTER (if used)
  - A. Who was present? \_\_\_\_\_
  - B. Was anyone missing who should have been there? Give reason. \_\_\_\_\_  
\_\_\_\_\_
  
4. FIRE DEPARTMENT
  - A. Did the Fire Department respond to the drill as a simulated emergency? \_\_\_\_\_
  - B. If so, list response time: \_\_\_\_\_
  - C. Who was present from the Fire Department? \_\_\_\_\_
  - D. Did they have any comments on our drill? \_\_\_\_\_
  
5. RETURN TO THE PROJECT
  - A. How long did the entire drill last before everyone was back on the job?  
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