

APPALACHIAN STATE UNIVERSITY
Fire and Safety Exit Drill Report - Academic, Support Buildings

Building: _____ Date: ___/___/___ Time: _____ am pm

Amount Of Time To Complete Drill: _____ minutes _____ seconds

Alarm Triggered At: Panel Pull Station Detector Other _____

Type of Drill: a) Announced Unannounced to residents
b) Blocked exit Regular Night Other _____

Describe Weather Conditions:

All Occupants Evacuated: Yes No (If no, list names of those not evacuated)

Alarm audible in all areas: Yes No N/A

Describe any problems with alarm system (strobes, horns, door closures, etc.):

Describe the drill as it was performed:

List all observers/participants (e.g. Building/Area Contact, Safety Personnel, University Police Officer(s), Boone Fire Department personnel, Etc.)

Evaluate the effectiveness on the drill:

Person filing report: _____ Title: _____ Phone: _____

File a copy of the completed report with the Building Official, Safety Office, and Telecommunications (Physical Plant) within 24 hours of the drill.