ANNEX F

EVACUATION DRILL RECORD SHEET

I, the undersigned, designated as co-ordinator of the fire drill held by _____ in the premises of _____ hereby certify that all the facts shown on the line or lines herein below opposite my signature are correct and further that each drill was successfully conducted in full compliance with the approved fire emergency plan.

DATE OF DRILL	TIME	FIRE FLOOR	NO OF PARTICIPANTS	EVACUATION TIME	NAME & SIGNATURE OF COORDINATOR