

Administrative Services Division Division of Environmental Health and Safety Facility and Fire Safety	4202 East Fowler Ave Tampa, Florida 33620 Ph. (813) 974-4036 Fax (813) 974-9346
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FIRE EXIT DRILL EVALUATION

Date of drill:	Name of Facility:	
Address of Facility:	Phone #:	
Time drill started:	Time drill ended:	Total time:
Drill was conducted orderly? Yes or No If no, why?		
Drill was conducted promptly? Yes or No If no, why?		
University Police was notified by occupant? Yes or No	Fire alarm was sounded? Yes or No	
Were all egress routes free of obstructions, such as exit doors and corridors? Yes or No		
Participants evacuated to a safe distance? Yes or No		
Assigned duties carried out effectively? Yes or No		
Participants met at a pre-designated location? Yes or No		
All personnel accounted for outside? Yes or No		
Estimated number of people who participated in the drill:		
Has the fire alarm been reset? Yes or No	Has UPD been notified of drill completion? Yes or No	
COMMENTS:		
Evaluator's Name (Print):		Date:
Evaluator's Signature:		
Received by EH&S Representative:		Date:
(File completed form with your building records and submit a copy by mail or fax to EH&S)		