

**FIRE DRILL MONITORING FORM**

House/Building address: \_\_\_\_\_

Date of fire drill: \_\_\_\_\_

Time of fire drill: \_\_\_\_\_

Staff conducting fire drill: \_\_\_\_\_

Tenants present at fire drill (list names below or attach separate checklist):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did all tenants evacuate the house/building during the fire drill? Yes No

If No, which tenants remained in the house/building?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Evacuation time for all tenants/staff to exit house/building: \_\_\_\_\_ minutes

Was the fire alarm manually activated for the fire drill? Yes No

Are there tenants living in the house/building that require assistance (due to mobility issues, visual impairment, etc.) Yes No

If yes, please describe what assistance is required by which tenants:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other remarks or notes:

\_\_\_\_\_  
\_\_\_\_\_