



City of Salem, Massachusetts

Fire Department Headquarters

48 Lafayette Street

Salem, Ma. 01970

FIRE DRILL REPORT-GENERAL

Date: _____ City Alarm Box# _____

Location: _____ Box Plugged Out _____

Name of Occupancy: _____ Plugged In _____

Exact location of drill area: _____

Method of sounding drill alarm: _____

Time of Drill: _____

Time to complete evacuation: _____

Time of Recall: _____ (Do not use Fire Alarm Audible)

Number of Participating Personnel: _____

Name of person initiating drill: _____

Type of drill: Regular _____ Blocked Exit _____

Were all fire doors closed as required by law? _____

Did any personnel respond with fire extinguishers? _____

Does this occupancy have an organized fire brigade? _____

Did evacuation proceed properly? _____

Fire Drill Discipline? _____

Weather Conditions _____

Other Reports: _____

Report by: _____
Signature

One copy to be forwarded to: Salem Fire Prevention Bureau
48 Lafayette Street, Salem, Mass.