

# WRAPAROUND MONTHLY FIRE DRILL AND INSPECTION REPORT

Month \_\_\_\_\_ 20

WrapAround Site \_\_\_\_\_

A. Last fire drill held on \_\_\_\_\_ at \_\_\_\_\_ o'clock.  
(month) (day)

Time consumed in evacuation of building \_\_\_\_\_  
(min.) (sec.)

If time varies measurable from previous evacuation, explain: \_\_\_\_\_

	Yes	No
1 All corridors, halls, and tower stairways are clear of obstructions	( )	( )
2 All doors used for exits are plainly marked, in good working order, and are unlocked and unobstructed when building is in use	( )	( )
3 All fire doors and smoke doors are not restricted or blocked open by wedges, chains, or other props and are in good working order	( )	( )
4 Fire alarm detection equipment is in proper working order so that all occupants can hear/see audible alarm or visual signal and is utilized in fire drills	( )	( )
5 Emergency numbers are posted by telephones	( )	( )
6 Evacuation plan is posted in all areas	( )	( )
7 Emergency exit lights are illuminated and exit signs are visible	( )	( )
8 Emergency lighting is in operable condition	( )	( )
9 Chemicals used for both instructional purposes and maintenance are labeled and stored in proper containers and location. Material Safety Data Sheets are available on campus for review of any hazardous material stored on premises	( )	( )
10 Supplies such as oily rags, mops, etc., are stored in safe and orderly in A well-ventilated place or in an approved metal container with self-closing lid	( )	( )
11 Combustible liquids are stored in approved containers with vapor-tight covers in proper locations	( )	( )
Gasoline, kerosene	( )	( )
Laboratory supplies	( )	( )
Paints, oils, cleaners	( )	( )
12 All accumulations of trash and rubbish have been removed daily from the buildings on the premises	( )	( )

*I certify that I have remove or corrected all fire hazards known to me, and/or that I have notified the Assistant Director of WrapAround in writing of those hazards that I could not remove or correct. (Copy attached)*

Signed \_\_\_\_\_  
WrapAround Site Director Date