

RE: MONTHLY EMERGENCY DRILLS REPORT



Earthquake

Lockdown

Fire

To: **Mark Margerison, OHS Manager**

Fax: **(250) 748-2739**

From: (Site) _____ Date: _____

PRINCIPAL:

Please complete and return this fax to the Health & Safety Department on the **1st of every month for the previous month**. Call Price's Monitoring (1-888-817-8415) before you have a drill, also call the Operations Office to let us know (748-0338). Additional comments may be submitted on a separate page and included with this fax.

School District Policy 2515 (d) "Practice emergency drills are to be conducted on a regular basis for students and employees to implement their evacuation from the facility/bus without difficulty."

NOTE:

- Provincial Fire Act requires:** 3 fire drills from **September to December AND**
3 fire drills from **January to June**
- Earthquake Drills:** 1 drill - **Sept-Dec** 1 drill - **Jan-Jun**
- Lockdown Drills:** 1 drill - **Sept-Dec** 1 drill - **Jan-Jun**

Have you had any emergency drills since last month?

YES please indicate below the dates, length of evacuation time & type of drill for each practice held during the last month.

<u>Date</u>	<u>Evacuation time</u>	<u>Type of emergency drill</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

NO please indicate below the date of your **last** emergency drill(s).

Date _____ Type of drill _____

Date _____ Type of drill _____

Principal's Signature: _____