

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: _____

of pages (including this page) _____ Routine Urgent Confidential Originals to follow? Yes No