

Emergency Response Drill						
OHS Regulation 4.14: <i>At least once each year emergency drills must be held to ensure awareness and effectiveness of emergency exit routes and procedures, and a record of the drills must be kept</i>						
PROJECT DETAILS						
DATE (MM/DD/YYYY):	TIME: <input type="checkbox"/> AM <input type="checkbox"/> PM			PROJECT MANAGER:		
PROJECT:	PROJECT SPECIFIC:			SUPERVISOR:		
LOCATION:				FORM FILLED OUT BY:		
METHOD OF ALARM:				<input type="checkbox"/> ERP TEST <input type="checkbox"/> ERP DRILL		
EMERGENCY SCENARIO	<input checked="" type="checkbox"/> FIRE	<input type="checkbox"/> MEDICAL	<input type="checkbox"/> SPILL	<input type="checkbox"/> NAT DISASTER	<input type="checkbox"/>	<input type="checkbox"/>
PARTICIPANTS						
1.	5.			9.		
2.	6.			10.		
3.	7.			11.		
4.	8.			12.		
DESK TOP DRILL				MOCK DRILL		
1. Provide Emergency Scenario 2. Workers VERBALLY respond to "emergency" through discussion 3. Designated person checks verbal response against procedures 4. Check that equipment to be used is in proper working condition				1. Provide Emergency Scenario 2. Workers Physically respond by following procedures properly 3. Designated person evaluates response against procedures 4. Check that equipment being used is in proper working condition.		
Equipment checks:	<input type="checkbox"/> Fire tools	<input type="checkbox"/> First Aid/ETV	<input type="checkbox"/> Spill kits	<input type="checkbox"/> Communication Devices		
DRILL SCENARIO:						
DEBRIEF – What worked well:						
DEBRIEF – What needs improvement:						
DRILL DETAILS AND RESULTS						
MITIGATIVE PLANS FOR IMPROVEMENT <i>(CHECK APPLICABLE)</i>		EXPLAIN CORRECTIVE ACTION/EFFORTS HERE				
<input type="checkbox"/> ADDITIONAL STAFF TRAINING						
<input type="checkbox"/> ADDITIONAL EQUIPMENT REQUIRED						
<input type="checkbox"/> IMPROVED EMERGENCY SUPPLIES REQUIRED						
<input type="checkbox"/> COOPERATIVE PLANNING WITH RESPONDERS						
<input type="checkbox"/> REVISED EMERGENCY PROCEDURES						
<input type="checkbox"/> PROPER REPORTING & DOCUMENTATION						
<input type="checkbox"/> REVISED EMERGENCY PROCEDURES						
THIS DRILL DEMONSTRATES POSITIVE RESULTS <input type="checkbox"/> YES <input type="checkbox"/> NO						