



Office of the State Fire Marshal

800 SW Jackson, Suite 104

Topeka KS 66612

Phone: (785) 296-3401 Fax: (785) 296-0151

| | |
|------------------|--------------------------------|
| Facility Name | Year(s) of Drills |
| Address | Responsible Party Name & Title |
| City, State, Zip | Facility/License # |
| Phone | Fax |

Emergency Preparedness Drills

| Type | Date of Drill | Time of Day | Number of Occupants | Responsible Party Name | How long was fire drill evacuation, start to finish? |
|---------|---------------|-------------|---------------------|------------------------|--|
| Fire | | | | | |
| Fire | | | | | |
| Fire | | | | | |
| Fire | | | | | |
| Tornado | | | | | |
| Tornado | | | | | |
| Tornado | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |
| Crisis | | | | | |

POST IN CONSPICUOUS LOCATION

When ALL REQUIRED DRILLS have been conducted, maintain the original or copy of the drill record IN YOUR FILES ONLY for a period of not less than 5 years for future verification by the Office of the State Fire Marshal.