

CARRUS

Evacuation Report

Name of Acting Warden:

Was the Evacuation an emergency ✓ Or Planned ✓

Date of Evacuation: Time of evacuation:

Time Taken to complete evacuation of the Building	Time	
	Yes	No
Did all occupants evacuate safely and efficiently?		
Could an alarm be heard in all areas?		
Was the correct Assembly area used?		
Are all exit ways clear and all doors able to open		
Did the acting Warden make a call to the appropriate service using 111		
Did the acting Wardens perform their appropriate duties?		
Any faults identified (detailed below)		
Have all previous evacuation faults been rectified		

COMMENTS:

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Signed: