

**Record of Emergency Egress Drill (Fire Drill)**  
**527 CMR 1.00 Massachusetts Comprehensive Fire Safety Code**

Name of School: \_\_\_\_\_

Type of Drill:                      Fire Drill                                      Multi Hazard Drill  
(Circle one)                      527 CMR 1.00:20.2.4.2.1.4                      St. 2000, c.159, s. 363

Time of Drill: Start: \_\_\_\_\_ End: \_\_\_\_\_  
20.2.4.2.1.5 (1)

Date of Drill: \_\_\_\_\_  
20.2.4.2.1.5 (2)

Weather conditions when occupants were evacuated: \_\_\_\_\_  
20.2.4.2.1.5 (3)

Number of occupants evacuated: \_\_\_\_\_  
20.2.4.2.1.5 (4)

Total time for evacuation: \_\_\_\_\_ (minutes: seconds)  
20.2.4.2.1.5 (5)

Other information relevant to the drill:  
20.2.4.2.1.5 (6)

Were all fire alarms sounded: Yes \_\_\_\_\_ No \_\_\_\_\_  
20.2.4.2.4

The evacuation proceeded in a smooth and orderly manner: Yes \_\_\_\_\_ No \_\_\_\_\_  
10.5.3

Comments: \_\_\_\_\_  
(Attach addition sheet(s) if necessary)

Did the drill contain varied conditions to simulate unusual conditions: Yes \_\_\_\_\_ No \_\_\_\_\_  
10.5.4

Any other information relevant to the drill: \_\_\_\_\_  
(Attach addition sheet(s) if necessary)

Drill conducted by: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

**527 CMR 1.00:20.2.4.2.1.5 Records.** A record of all fire exit drills shall be kept on the premises and persons in charge of such occupancies shall file written reports at least twice a year with the head of the fire department with the information contained on this form.