



## Fire Drill After-Action Report

School Name: \_\_\_\_\_ Date: \_\_\_\_\_

School Address: \_\_\_\_\_

Division: 1 2 3 4 5 TEA #: \_\_\_\_\_

### Fire Drill Reporting

- **Yellow Fire Drill Exit Card**
  - Maintain each month and place next to the fire panel.
- **After-Action Report (Dallas Fire Code SEC 405.5)**
  - Complete the form after each monthly fire drill. Present this form upon request by the Dallas Fire Department during campus fire inspections.
- **Texas Department of Insurance Fire Drill, Prevention, & Education**
  - Transfer all prior information to this form for end-of-the-year compliance.

**After-Action Report:**      ( ) Obstructed      ( ) Unobstructed

1. Date of Drill: \_\_\_\_\_ Time of Drill: \_\_\_\_\_
2. Identity of the person conducting the drill: \_\_\_\_\_
3. Notification method used: \_\_\_\_\_
4. Number of staff members on duty: \_\_\_\_\_
5. Number of occupants evacuated: \_\_\_\_\_
6. Special conditions simulated: \_\_\_\_\_
7. Problems encountered: \_\_\_\_\_
8. Weather conditions when occupants were evacuated: \_\_\_\_\_
9. Time required to complete evacuation: \_\_\_\_\_
10. Campus command post location: \_\_\_\_\_