

“C” Building Evacuation Incident Report Form

*This form MUST be completed for each time evacuation occurred
Forward completed form to the Emergency Response Director*

Building Warden signature: _____

Evacuation Date: _____

Time incident start: _____ Time building was clear to re-enter: _____

Reason for evacuation:

- fire chemical spill
 other contractor work

Describe/remarks:

Emergency Response Director (Deputy)	Helen Wright (Elena Polishchuk)
Building Warden	Dana Zendrowski
Alternate Building Warden	Jonathan Lau

Location	Warden/ Alternate Name	Area checked by floor warden clear of occupants
3rd Floor (C424B)	Dana Zendrowski (C424B) Jonathan Lau (C424)	
2nd Floor (C324/6)	Ben Herring (C326) Christine Rogers (C326A)	
Main Floor (C224/6)	Sophia Wang (C224/226) Robin Stoodley (C226B)	
First Aid Attendants	Herring, Ben Rogers, Christine	