**Site Evacuation Evaluation Form**

Please fill in your personal details below.

|  |
| --- |
| **Employee Details** |

|  |
| --- |
| Name: |

|  |
| --- |
| Job Title: |

Please complete this short Site Evacuation Evaluation based on the content of the A1 Group Induction.

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| --- |
| **Site Evacuation Evaluation** |

Which of the following statements are TRUE if you discover a fire *(Please tick)*:

|  |  |
| --- | --- |
| Run out of the building immediately |  |

|  |  |
| --- | --- |
| Wait for someone else to raise the alarm |  |

|  |  |
| --- | --- |
| Raise the alarm yourself by shouting “FIRE, FIRE FIRE!” |  |

|  |  |
| --- | --- |
| Gather your belongings and jump out the window |  |

|  |  |
| --- | --- |
| Dial 9-999 to call the Fire Brigade |  |

|  |  |
| --- | --- |
| Try to put out the fire, no matter what the safety risks |  |

|  |  |
| --- | --- |
| Attack the fire if competent and safe to do so |  |

Which of the following statements are TRUE if you hear the Fire Alarm *(Please tick)*:

|  |  |
| --- | --- |
| Hold a meeting to decide whether it is a test or not |  |

|  |  |
| --- | --- |
| Leave the building following the closet fire evacuation route |  |

|  |  |
| --- | --- |
| Go to the toilet before leaving as you may be outside for a while |  |

|  |  |
| --- | --- |
| Go back to collect your belongings |  |

|  |  |
| --- | --- |
| Close all doors behind you |  |

|  |  |
| --- | --- |
| Go sit in your car until told to go back to work |  |

|  |  |
| --- | --- |
| Report to the Muster Point at the front of the building |  |

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| **Confirmation** |

Please sign below to confirm you have completed the Site Evac Evaluation and return this form to your Manager. Thank You.

|  |  |  |
| --- | --- | --- |
| Signature: |  | Date: |