



BUREAU OF FIRE PREVENTION
MIDDLE TOWNSHIP FIRE DISTRICTS #1, #3 & #4
115 Mechanic Street
Cape May Court House, NJ 08210
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FIRE DRILL LOG

Name of Facility _____

Address _____

Telephone # _____ Date of Drill _____

Start Time of Drill _____ End Time of Drill _____

Weather Conditions _____

Name of person notifying the fire alarm monitoring company _____

Name of person notifying the Bureau of Fire Prevention _____

Name of dispatcher contacted at beginning of fire drill _____

Name of dispatcher contacted at conclusion of fire drill _____

Name of employee activating fire alarm _____

Method of activating the fire alarm (check one) Smoke Alarm _____ Pull Station _____

- Did employee know the location of the fire alarm? Yes _____ No _____
- Did all occupants evacuate to the exterior of the building?
(If no, please explain) Yes _____ No _____
- Were all areas of the building checked for occupants? Yes _____ No _____
- Did all employees participate in the fire drill?
(If no, please explain) Yes _____ No _____
- Did employees identify a second means of egress? Yes _____ No _____
- Did employees respond with a fire extinguisher? Yes _____ No _____
- Did employee know how to use the fire extinguisher?
(If applicable) Yes _____ No _____