## **COLUMBIA COLLEGE** Occupational, Health and Safety Fire Drill Report

NOTE: Must; Shall; Will: Should: May or Could; Can:

Clarification of Terms
These words or phrases indicate actions or activities that are essential or mandatory.
This word implies that it is highly desirable to perform certain actions or activities, but not essential or mandatory.
These words imply freedom or liberty to follow an alternative to the action or activity being presented in a document.

DATE OF DRILL:	BUILDINGS:	
REPORT SUBMITTED BY:	DATE:	
1. Findings/Observations:		
2. Recommendations:		
Corrective Action Status:		
Completed: Yes □ No □	Date:	
President's Approval: Signature:	 Date:	

Document Name: Fire Drill Report
Document Number: ADM-F11
Revision #1 NOTE: Revisions to this document can be made following procedures outlined in Document #ADM-P014 – Document Control Policy and Procedures