

[organization name]

### Appendix 4 – Evaluation Record of Response Actions Testing

Starting time		
Ending time		
Short description of emergency		
Questions		
	Yes	No
Has the announcement been clearly heard/seen?		
Was there any effort to stop the accident?		
Was electricity turned off?		
Were windows closed?		
Did congestion happen at the exit door?		
Did all employees arrive at the place for evacuation?		
Did employees bring personal belongings to the place for evacuation?		
Was time of authority's arrival acceptable?		
Did employees return to work after termination of emergency in an orderly manner?		
Drill observations		
Does Procedure for Emergency Response need to be reviewed?		

Commented [14A1]:

Commented [14A2]: If answer is No, need for corrective action must be reconsidered.