

# School Emergency Drills Documentation Form

### Type of Drill

- Fire Drill
- Tornado Drill
- Lock Down/Shelter in Place Drill

### Time of Drill

- During Class
- Class Change
- Recess
- Daytime
- Evening
- Other Events \_\_\_\_\_

### Facility Type

- Education Facility (Collegiate Level)
- Day Care Facility
- Residential Facility
- Non Education Facility

Name of Reporting School: **Andrews University**

Building: RMES

Date of Drill: 9-26-22 Time drill was held: 0930 (pm/am)

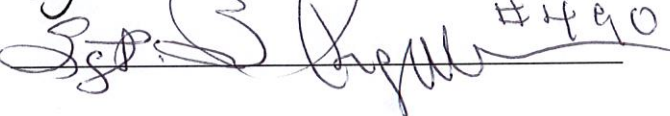
Exact time required to evacuate/shelter/secure: \_\_\_\_\_ Total Participants: 227

Remarks: \_\_\_\_\_

Berrien County Dispatch Contacted Prior to Drill - Time 9:00 hr.

Name of person conducting drill: Buddy Chapman

Title of person conducting drill: Sgt

Signature of person conducting drill:  #490

Drill Was Coordinated With:

Emergency Management Coordinator.

Present: \_\_\_\_\_ Date: \_\_\_\_\_  
(If designee, please print name and sign)

Law Enforcement.

Present: Matthew W. Oosterman Date: 09/26/22  
(If designee, please print name and sign)

Fire Department.

Present: \_\_\_\_\_ Date: \_\_\_\_\_  
(If designee, please print name and sign)