

NCI/CCR/LP CLINICAL SERVICES
2023 Make-up Fire & Emergency Evacuation Drill Evaluation

Name: _____ Lab Section: _____

Position: _____ Supervisor: _____

Room Location: _____ Date: _____

1. Where is the nearest fire alarm pull station to you work area? Near rm # _____
2. Where is the nearest fire extinguisher located to your work area? _____
3. Where is your primary staging area? _____
4. Where is your secondary staging area? _____
5. Where is the closest emergency exit to your work area? Stair #: _____
6. If the nearest emergency exit is blocked by smoke, what is a secondary mode of evacuation? Stair #: _____
7. Where can you find a copy of the CC Emergency Plans? _____
8. Briefly describe the evacuation procedure for disabled employees in your area

9. For land lines (including VoIP phones), place the letter of the emergency numbers (108, 111, 112, 911) in the space next the description for situations in which the number should be called:

<input type="checkbox"/> Biological Incident (fire)	<input type="checkbox"/> Medical (Code Blue)
<input type="checkbox"/> Chemical Spill (fire)	<input type="checkbox"/> Radiological Spill (fire)
<input type="checkbox"/> Engineering	<input type="checkbox"/> STAT overhead page
<input type="checkbox"/> Fire/Ambulance/Police	
10. What is the emergency phone number to dial NIH police and fire from your cell phone?

11. If you discover a fire, what do you do? (Circle all correct answers)
 - a. Activate the fire alarm & call 911
 - b. Confine the fire (close doors)
 - c. Evacuate the area
 - d. Go to the roof and wait for the helicopter to transport you to safety
 - e. Hide in the bathroom and wait for help
 - f. Open windows to allow fresh air to enter room
 - g. Use elevators to escape
 - h. Rescue/assist the injured or disabled, if you can do so safely
12. How do you operate a fire extinguisher?
 - a. Pull the pin
 - b. Aim at the base of the fire
 - c. Squeeze the trigger
 - d. Sweep at the base of the fire
 - e. All of the above

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13. Where do you aim the stream from the fire extinguisher?
a. At the base of the fire b. Towards to the top of the fire
14. Circle all valid reasons for calling 911 AND activating the fire alarm. *Note: A follow-up call to the Fire Department by the individual activating an alarm is appreciated.*
a. Smoke odor b. Fire c. Electrical arc d. You are being chased by an intruder

All Laboratory of Pathology staff must be shown the fire emergency staging and evacuation routes. This attestation verifies that the trainer (safety officer) has shown the employee the primary and secondary staging areas and the primary and secondary evacuation routes (typically a stairwell).

Staging and Evacuation Route Demonstrated (Safety Officer initials): _____

Acknowledged evacuation training (Employee Signature): _____

Reviewed by Section/Unit Safety Officer: _____ Date: ___/___/___

Score: ___ /25 = ___ %