

Record a drill in a way that captures what went badly, which is the only part that makes the next one better.

A drill recorded honestly: how long it took, who did not come out, what went wrong and what changed afterwards.

The only useful drill record is one that says what went badly. A sheet of ticks proves the drill happened and teaches nobody anything. What must be tested or recorded, how often, by whom and how long the record must be kept differ by country and by the kind of premises. This sheet prints no interval and no criterion, names no scheme and satisfies no regulation on its own.

Premises	Date	Time started	Drill announced or unannounced
Scenario used			Escape route assumed blocked

WHAT HAPPENED people on site, time to evacuate, roll call, alarm audible everywhere, doors held, assembly point used

What was checked	Result	What was checked	Result

WHAT WENT WRONG, AND WHAT CHANGES AS A RESULT

What happened	What will change	Owner	By when

Drill run by _____ Next drill due _____ Record kept by _____