



Disaster Preparedness Checklist

Step 3: REDUCE YOUR RISK & PREPARE

Updated _____

Threat: **FIRE**

Who services the smoke and fire alarm system?

Are fire extinguishers clearly marked and what is the maintenance schedule? Blueprint of where extinguishers are located is a good idea.

Fire evacuation plans are posted where?

The process for assisting those with access or functional needs (includes handicapped and the elderly).

Fire drills are conducted?

Who is responsible for ensuring fire drills are conducted?

For Search & Rescue a map of the facility is located by the following entrances.