

## ANNUAL EARTHQUAKE DRILL

<b><u>Site:</u></b>	<b><u>First Names of Clients:</u></b>	<b><u>First &amp; Last Names of Staff:</u></b>
<b><u>Date:</u></b>		
<b><u>Time of Drill: AM/PM</u></b>		<b><u>Supervisor Signature:</u></b>

**Review the following with staff and/or clients:**

\_\_\_\_\_ “Duck, Cover and Hold” drill was performed and recorded above. Take cover under desks and tables. Brace against interior walls, covering head and neck. Simply announce the Earthquake Drill verbally. Be prepared to instruct people about duck, cover and hold as stated. You may go room by room to administrate the drill if you have a large facility.

\_\_\_\_\_ “What To Do In Case of Earthquake” in the Emergency Action Plan - (Tailgate “Earthquake & Ash”)

\_\_\_\_\_ Location and contents of Emergency Tool Kit. – (Tailgate “Earthquake & Ash”)

\_\_\_\_\_ Location of water and gas shut-off, if applicable – (Tailgate “Earthquake & Ash”)

\_\_\_\_\_ Location of emergency supplies, equipment, food and water. (Tailgate “Earthquake & Ash”)

<b><u>Remarks/Comments:</u></b>
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