



BEEP Exercise Documentation Form

College/Work Unit: _____

Building: _____

Date/Time of Exercise: _____

Alarm notification method: _____

Weather Conditions During Evacuation: _____

Occupants went Outside Building: _____

Designated Meeting Site: _____

Number of Building Occupants Participating: _____

Problems Encountered: _____

Special Conditions Simulated: _____

Time Required to Accomplish Complete Evacuation: _____

Drill Conducted By: _____

(Signature)

BEEP Improvement Plan: _____

Note – With the exception of the BEEP specific details, the information requested on this form is required by 2015 IFC Section 405.5 Record keeping. Do not leave sections blank.