



Van Buren County Emergency Management School Emergency Drills Documentation Form

* Seven-day advance notice required for proper public safety coordination.

Send notice by fax to 269-657-7787 or email to kirk@vanburencountymi.gov / skinnert@vanburencountymi.gov

Type of Drill:

- ☒ Fire Drill (5 required)
☐ Tornado Drill (2 required)
☐ Lock Down / Shelter in Place Drill (3 required)

Time of Drill:

- ☒ Standard
☐ Class Change
☐ Recess
☐ Other Event

Name of Reporting School: Saint Basil Catholic School

Date of Drill: 11/30/21 Time Drill was Held: 2:10 ☐ a.m. ☒ p.m.

Exact Time Required to Evacuate / Shelter / Secure: 2 Minutes.

Remarks: _____

This Report is for Emergency Drill # 3 Fire for School Year: 2021-22

Name of Person Conducting Drill: Minnie Salgado

Title of Person Conducting Drill: Admin Assistant

Signature of Person Conducting Drill: _____

Drill was coordinated with:

☐ Office of Domestic Preparedness

Name and Title: _____

AND



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☐ Law Enforcement (County Sheriff or Chief of Police or designee or Michigan State Police)

Name and Title: _____

OR

☐ Fire (Fire Chief or designee)

Name and Title: _____