

Oregon Fire Code Emergency Evacuation Drill Requirements

- IFC 405.2 In group E occupancies emergency evacuation drills shall be held at least monthly and all occupants at the time shall participate in the drill
- IFC 405.3 Responsibility for the planning and conduct of the drills shall be assigned to competent persons designated to exercise leadership.
- IFC 405.4 Drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions that occur in case of fire. This may include holding a drill in other than class time such as during in between classes, during assemblies, breaks, etc. As well as simulating situations such as unusable exits, etc.
- IFC 405.5 **Requires that records be kept regarding emergency evacuation drills and include the information required on the other side of this form**
- IFC 405.7 Where a fire alarm system is provided, emergency evacuation drills shall be initiated by activating the fire alarm system. For other than fire emergency drills an alternative means of notification shall be used. We also ask that you use a random alarm initiating device and that you indicate the location of the alarm initiating device that was used for each drill. This will help evaluate if devices are functioning properly.
- IFC 405.8 Efforts shall be made to determine if all occupants have been successfully evacuated and accounted for.
- IFC 405.9 An electrically or manually operated signal used to recall occupants after an evacuation shall be separate and distinct from the signal used to initiate the evacuation. The recall signal initiation means shall be manually operated and under the control of the person in charge of the premises or the official in charge of the incident. No one shall reenter the premises until authorized to do so by the official in charge.
- IFC 408.3.1 **The first emergency evacuation drill of each school year shall be conducted within 10 days of the beginning of classes.**
- IFC 408.3.3 **Emergency evacuation drills shall be conducted at different hours of the day or evening, during the changing of classes, when the school is at assembly, during the recess or gymnastic periods, or during other times to avoid distinction between drills and actual fires.**
- IFC 408.3.4 Assembly areas shall be located at least fifty feet away from the building being evacuated and in such an area to not interfere with fire department operations. The assembly areas shall be arranged to keep each class separate to provide accountability of all individuals.



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