FIRE ROLL CALL · KEEP WITH THE FIRE PLAN AT THE ASSEMBLY POINT

Fire roll call sheet

Obrelier

Site _____ Assembly point _____ Date · time alarm raised _____ Fire marshal _____

NAME	COMPANY / TRADE	TIME IN	PRESENT	TIME SEEN	IF MISSING: LAST SEEN WHERE
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PRESENT AT ASSEMBLY POINT	UNACCOUNTED FOR	VISITORS AND DRIVERS ON SITE

Count twice before telling the fire service anyone is missing. Include visitors, delivery drivers and every subcontractor. One marshal per area reports to the person in charge. Rehearse quarterly with this sheet and record what went wrong. CDM 2015 regulation 30 (emergency procedures), HSE HSG168 (fire safety in construction).