

# Train Depot Emergency Procedures Audit Checklist Template

 Show only Checklist

Display Style  
Default 

## Fire Safety Equipment

Verification of fire extinguishers, alarms, and suppression systems.

### Fire Extinguisher Count (Total)

Enter a number...

### Fire Extinguisher Count (Functional)

Enter a number...



### Fire Extinguisher Inspection Status (Last Inspection)

- Up to Date
- Overdue

### Last Fire Extinguisher Inspection Date

Enter date...

### Sprinkler System Status

- Operational
- Out of Service

### Comments on Fire Safety Equipment Condition

Write something...

### Photos of fire safety equipment

 Upload File

## Emergency Lighting & Power

Assessment of backup power and emergency lighting functionality.

### Backup Generator Runtime (Hours)

Enter a number...

**Generator Test Date Verified?**

- Yes
- No
- N/A

**Last Emergency Lighting Test Date**

Enter date...

**Time of Last Emergency Lighting Test**

Enter time...

**Battery Voltage (V)**

Enter a number...

**Transfer Switch Operational?**

- Yes
- No
- N/A

**Notes on Emergency Power System Performance**

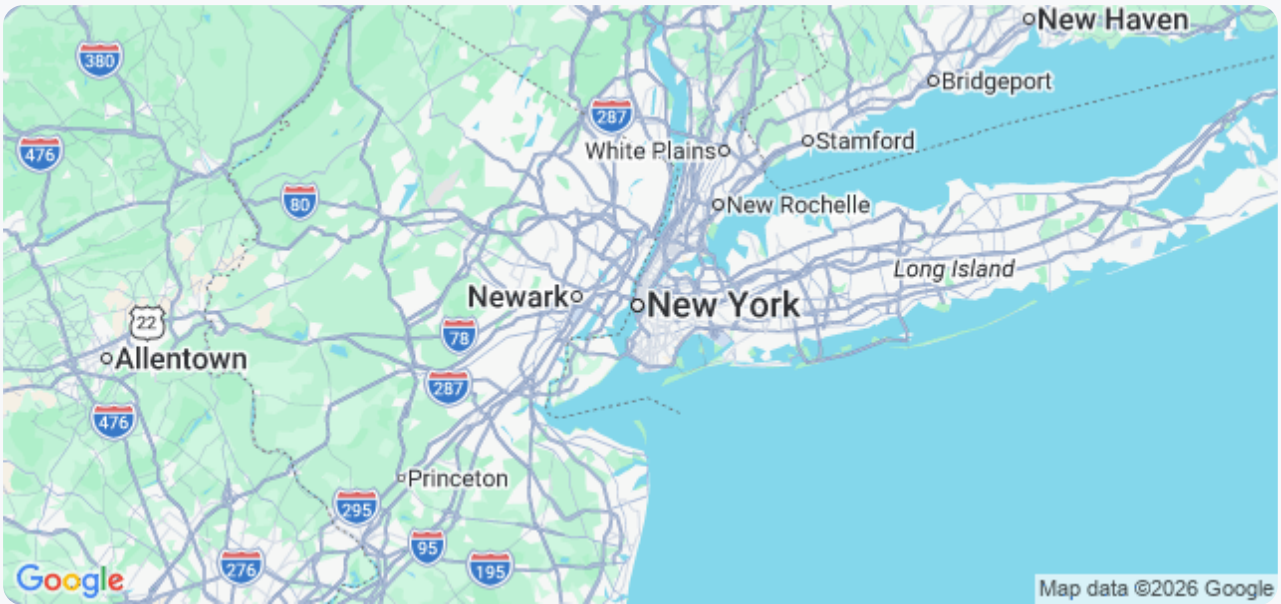
Write something...

## Evacuation Routes & Signage

Evaluation of clear evacuation routes and appropriate signage.

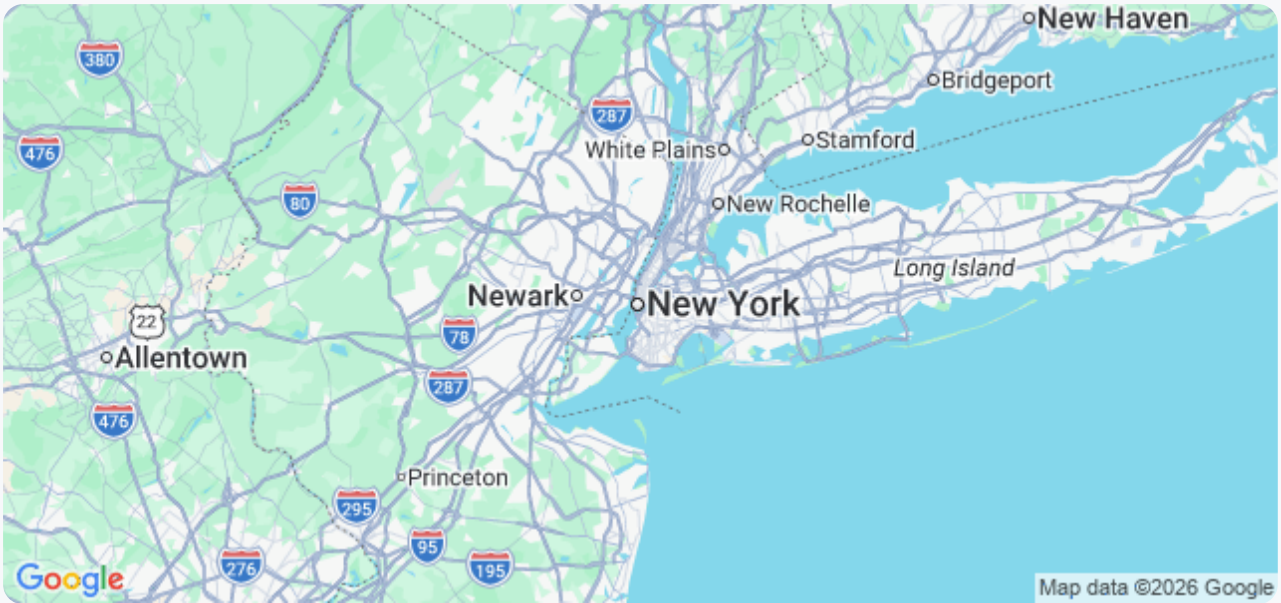
## Primary Evacuation Route Start Point

 [Set My Current Location](#)



## Primary Evacuation Route End Point (Safe Assembly Area)

 [Set My Current Location](#)



## Number of Evacuation Route Signs Present

Enter a number...

## Sign Condition (Clear and Readable?)

- Yes
- No
- Partially Obscured

### Route Lighting Condition

- Functional
- Malfunctioning
- Not Present

### Any Obstructions on Evacuation Routes?

Write something...

### Secondary Evacuation Route Present?

- Yes
- No

### Photo of Evacuation Signage

 Upload File

## Communication Systems

Check for functionality of intercoms, radios, and public announcement systems during emergencies.

### Intercom System Functionality Test - Volume Level (0-10)

Enter a number...

### Radio Communication System - Operational Status?

- Operational
- Degraded
- Non-Operational

### Last System Test Time

Enter time...

### Notes on any Communication Issues

Write something...

### Public Address System - Clarity and Volume

- Excellent
- Good
- Fair
- Poor

### Date of Last PA System Inspection

Enter date...

# First Aid & Medical Supplies

Inventory and expiration date verification of first aid kits and medical supplies.

## Quantity of First Aid Kits

## Last Inspection Date of Kits

## Quantity of AEDs (Automated External Defibrillators)

## AED Expiration Dates

## Type of Antiseptic Solution

- Povidone-iodine
- Chlorhexidine
- Hydrogen peroxide

### Quantity of Bandages (Various Sizes)

Enter a number...

### Gloves Type & Size

- Nitrile, Small
- Nitrile, Medium
- Nitrile, Large

### Notes/Observed Deficiencies

Write something...

## Personnel Training & Drills

Confirmation of employee training records and frequency of emergency drills.

### Number of Personnel Trained (Last 12 Months)

Enter a number...

### Date of Last Full Emergency Drill

Enter date...

### Duration of Last Full Emergency Drill (in minutes)

Enter time...

### Drill Scenarios Conducted (Select All That Apply)

- Fire
- Medical Emergency
- Security Threat
- Train Derailment
- Severe Weather
- Other (Specify in Long Text)

### Details of 'Other' Drill Scenario (if selected)

Write something...

### Employee Performance During Last Drill (Overall Assessment)

- Excellent
- Good
- Satisfactory
- Needs Improvement

**Attach Drill Report/Debriefing Document (Optional)**

 Upload File

**Date of Last Refresher Training (Fire Safety)**

Enter date...

## Hazardous Materials Handling

Inspection of procedures and equipment for handling and storing hazardous materials.

**Description of Hazardous Materials Present**

Write something...

**Quantity of Each Hazardous Material (e.g., gallons, lbs)**

Enter a number...

### Container Condition (for each material)

- Intact
- Minor Damage
- Significant Damage
- Leaking

### Personal Protective Equipment (PPE) Available

- Gloves
- Eye Protection
- Respirator
- Apron/Coveralls

### Date of Last Inspection

Enter date...

### Spill Containment Measures

- Absorbent Materials
- Dikes/Barriers
- Neutralizing Agents

## Security Procedures

Verification of security protocols, including access control and perimeter security.

### Number of Security Personnel On Duty

Enter a number...

### Access Control Systems Functioning Correctly?

- Card Readers
- Biometric Scanners
- Gate Barriers
- All Systems Functional

### CCTV System Operational?

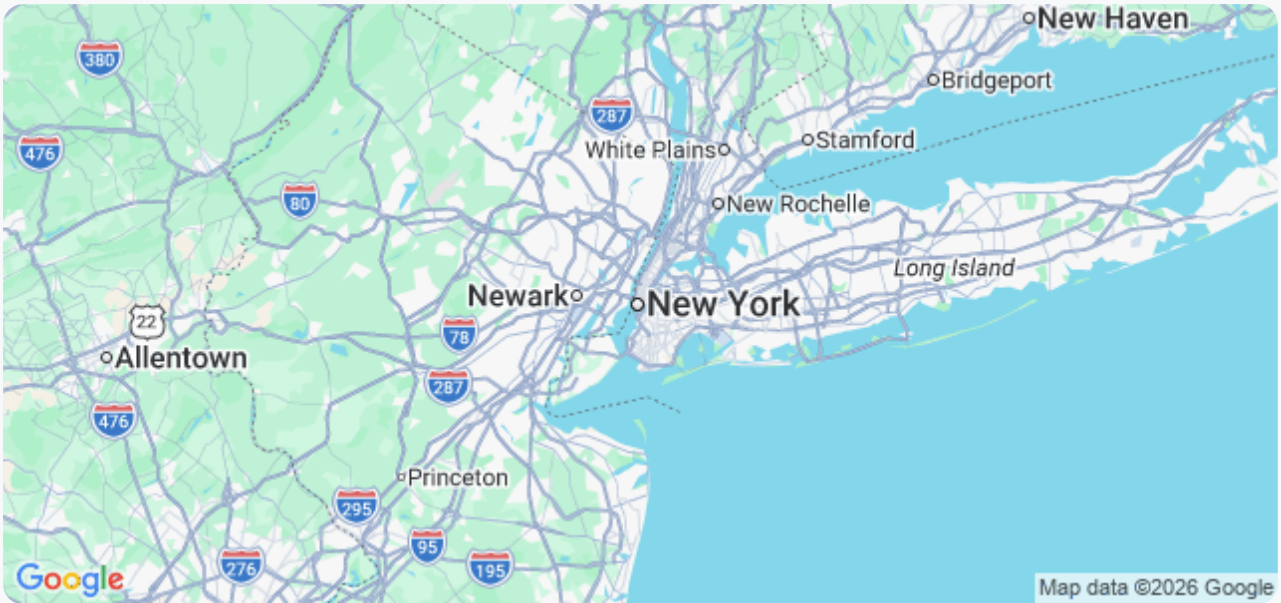
- Yes
- No
- Partial

### Last Security System Maintenance Date

Enter date...

## Location of Emergency Security Post

 Set My Current Location



## Details of any recent security breaches/incidents

Write something...

# Incident Reporting & Response

Review of incident reporting procedures and response protocols.

## Date of Incident

Enter date...

### Time of Incident

Enter time...

### Detailed Description of Incident

Write something...

### Severity Level (e.g., Minor, Moderate, Severe)

- Minor
- Moderate
- Severe

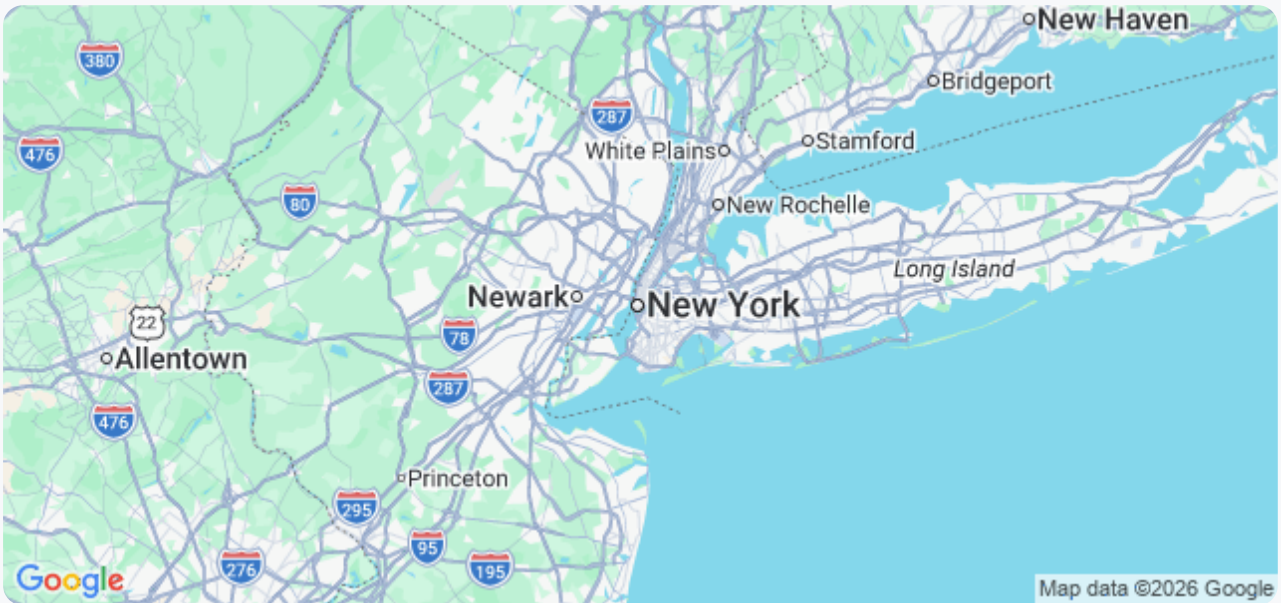
### Affected Areas/Systems

- Track Infrastructure
- Rolling Stock
- Depot Facilities
- Communication Systems
- Power Supply

### Number of Personnel Involved

### Precise Location of Incident (GPS Coordinates)

 [Set My Current Location](#)



### Supporting Photos/Videos

 [Upload File](#)

## Documentation & Records

Assessment of completeness and accuracy of emergency procedure documentation.

### Last Review Date of Emergency Procedures

**Date of Last Drill/Exercise**

Enter date...

**Number of Copies of Emergency Procedures Available**

Enter a number...

**Emergency Procedure Version Number**

- Version 1.0
- Version 1.1
- Version 2.0
- Version 2.1

**Copy of Emergency Procedure Document**

 Upload File

**Summary of Changes Since Last Review (if applicable)**

Write something...

### **Record of Training Verification Method**

- Paper Records
- Digital System
- Combined Approach

### **Reviewer Signature**