Emergency Mock Drill Scenario & Report

شركة الحكمة لمقاولات البناء (ذ.م.م.)
AL HIKMA BLDG. CONT.(L.L.C.)

Drill No:	HBC-HSE-HSAD-002	**Date:**	20/11/2025
Client:	Taaleem Management L.L.C	**Type of drill**	Emergency Evacuation Fire Mock Drill
Consultant	Al Suweidi Engineering Consultant	**Project Details**	Harrow School Abu Dhabi
Contractor:	Al Hikma Building Contracting L.L.C	**Site / Location:**	Al Saadiyat Island - Abu Dhabi
Time Started:	1:39 hours	**Event Observer:**	The designated observer monitored the drill, noting the response of occupants, evacuation timing, and overall effectiveness of the emergency procedures.
		Head Count: Assembly Point-01	181 Employees Attended
Emergency Response Time for Fire or Medical:	The event occurred at 1:39 PM, and during the Emergency Fire Drill there were no injuries or medical cases, and the Emergency Response Time for Fire or Medical refers to the time taken from when the emergency is reported to when the response team arrives and begins action at the muster point.	**Strength:**	The main strength of a mock drill is that it improves emergency preparedness by helping people practice real-life response actions in a safe, controlled environment.
Time to Muster:	1:44 PM - 5 MINUTES	**Left Behind:**	Two staff members were left behind in the pantry during the emergency fire mock drill instead of evacuating to the muster point.
Time to Head Count:	**1:45 PM**	**Time Elapsed:**	20 Minutes

DETAILED DESCRIPTION OF THE DRILL

The Emergency Fire Drill was conducted at **1:39 PM** as part of the organization's safety preparedness program. Upon activation of the fire alarm, all personnel were instructed to stop activities and proceed calmly to the designated **muster point** following the established evacuation routes. Wardens guided employees, ensured all areas were cleared, and communicated with the control team throughout the process. At the muster point, attendance was taken to confirm that all individuals had evacuated safely. During the drill, **no injuries or medical emergencies** were reported. The **Emergency Response Time**—defined as the duration from the moment the simulated emergency was reported to the arrival and initiation of action by the response team—was recorded and evaluated. The drill successfully tested evacuation procedures, communication flow, response coordination, and awareness among participants. All systems functioned properly, ensuring an organized and safe evacuation process.

HOW WAS THE ALARM TRIGGERED/ All CLEAR SIREN GENERATED AND PERSONNEL DISPERSED

The alarm was triggered manually/automatically (specify as applicable), followed by the activation of the All-Clear siren. Upon hearing the alarm, all personnel dispersed immediately and proceeded to the designated muster points in an orderly manner.

RESPONSE OF OCCUPANTS

The occupants responded promptly and calmly to the alarm. They stopped ongoing activities, evacuated the building in an orderly manner, followed the designated routes, and assembled at the muster point as instructed.

HIGH POINTS OF THE DRILL

All personnel evacuated promptly and safely to the designated muster point.
Emergency Response Team responded quickly with proper coordination.
Alarm and communication systems functioned effectively.
No injuries or medical emergencies occurred during the drill.
Evacuation procedures and safety awareness among participants were successfully tested.

LOW POINTS OF THE DRILL

Some personnel were unsure of alternate evacuation routes.
Minor delays observed in reporting attendance at the muster point.
A few participants were slow to respond to the alarm.
Communication between certain teams could be improved.
During the emergency fire mock drill, **two staff members remained in the pantry** instead of evacuating to the muster point.

RECOMMENDATION FOR IMPROVEMENTS

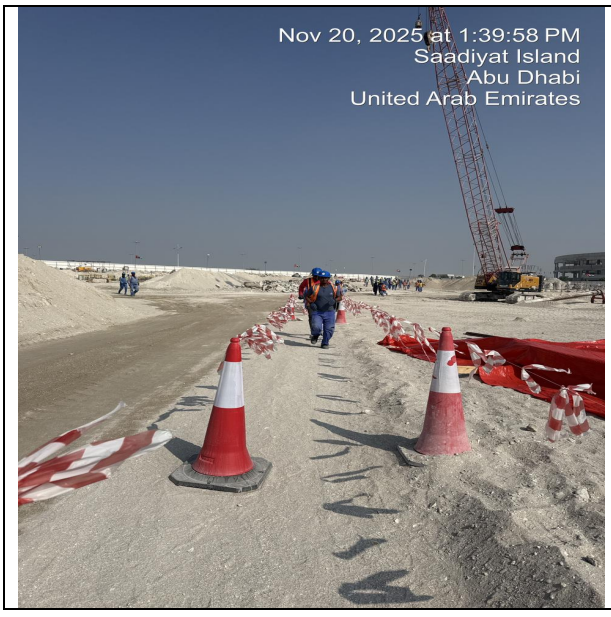
Conduct regular refresher training for all personnel to ensure familiarity with evacuation procedures.
Ensure all emergency exits and routes are clearly marked and unobstructed at all times.
Test alarm systems and communication channels periodically to confirm functionality.
Assign additional wardens or marshals to ensure a faster and more efficient evacuation of large areas.

SIGN OFF

HSE Engineer	Project Manager

Attachment: Annexure-I Snaps

ANNEXURE-I






20 Nov 2025 13:40:21


REDUCE SPEED
20 Nov 2025 13:40:12


20 Nov 2025 13:40:39


REDUCE SPEED
20 Nov 2025 13:40:30


20 Nov 2025 at 1:53:14 PM
Saadiyat Island
Abu Dhabi
United Arab Emirates


Nov 20, 2025 at 1:44:50 PM
Saadiyat Island
Abu Dhabi
United Arab Emirates


20 Nov 2025 13:49:07


Nov 20, 2025 1:45:42 PM


20 Nov 2025 13:45:02

HBC AL HIKMA BLDG. CONT. (L.L.C.)

شركة الحكمة لمقاولات البناء (ذ.م.م.)
AL HIKMA BLDG. CONT. (L.L.C.)

Employees Head Count of Emergency Evacuation Fire Mock Drill Attendance Sheet

Project Number	353	Project Name	Harrow School Abu Dhabi – Al Saadiyat Island
Contractor	Al Hikma Building Contracting L.L.C		

It is a method that involves simulating emergency situations such as fire, electrocution, work at height accidents, confined space rescue, medical emergency, chemical spillage, etc., in order to prepare people to respond in real-life situations

Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Jiries Hani	—	HBC	Site PM	20/11/2025	
2	Fawas Mubarak	—	HBC	DC	20/11/25	
3	Gempa Yh by	—	SECB	DC	20/11/25	
4	Shahbaz Ali	—	SECB	Inspector		
5	Aamir Ateeq	—	SECB	Inspector	20/11/25	
6	Mostafa Mahmoud	—	HBC	QA, QC	20/11/2025	
7	mohamed Ibrahim	—	HBC	C.M	20/11/2025	
8	Khaldoun Aqsa	—	HBC	Logistic	20-11-25	
9	Damodar	—	HBC	HSE Engineer	20/11/25	
10	Lutfullah	—	HBC	HSEE	20/11/2025	
11	Md. Mahbub Alam	HH- 1570	HBC	Helper	20/11/2025	
12	Sandip	HH-1373	HBC	Helper	20.11.25	
13	SHAHBAZ	—	Subfloor	Helper	20.11.25	
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The purpose of a fire drill is to familiarize and re enforce proper evacuation routes and practices. The goal is to have the proper actions be an automatic response whenever fire alarms sound, so that everyone safely evacuates the area in an orderly manner.

Project Manager: Jiries Hani Signed.....

HSE Engineer: Damodhar Zamuni Signed.....

HBC AL HIKMA BLDG. CONT.(L.L.C.)

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Muhammad [illegible]		SECB	R.E	20/11/2025	
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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Jim O'Rourke		ETS	PM	20/11/25	
2	ROQUE ALFONSO		ETS	S/ Mech.	20/11/25	
3	JERICHO		ETS	SrQL	20/11/25	
4	Mahr Abbas		ETS	Sr Elect	20/11/25	
5	HUSSEIN GATHEY		ETS	SSV	20/11/25	
6	RASIL		ETS	Draughtsman	20/11/25	
7	Mohamed Rashid		ETS	Mech Eng	20/11/25	
8	Khaleel Ibrahim		ETS	Draughtsman	20/11/25	
9	Abdulaziz		ETS	Site engg.		
10	A. Sali		HBC	MEP QC	20/11/25	
11	P Balaji		HBC	Draftsman	20.11.25	
12	Sharon		HBC	HSE	11	
13	Shyam					
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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Edmond Nkonkuru		Dynamo	mason	20.11.2025	
2	Jamaluddingmy	HC646	H.B.C	Carpenter	11	
3	Yohanns		BCL	Helper	11	
4	Fu ad Sherafi		11	Helper	11	
5	ESLON HABIMANA		DYNAMO	mason	11	
6	HAVYARIMANA Emile		Gulf	Helper	11	
7	Jalctao Diinoo		JJ	Helper	11	
8	Corey		Pinoly	—	11	
9	Mr Bimayoraj		B.e.e.	Helper	4	
10	Raghvir	HM-629	H.B.C	mason	11	
11	Vikah Kumar	HH1555	11	Helper	11	
12	Shah alam	HM-628	11	mason	11	
13	Sanday	HM-637	11	mason	11	
14	BEERBAL	HM-638	11	mason	11	
15	Sooraj Prakash	HM643	11	mason	11	
16	Santosh	HH-1510	11	Helper	11	
17	Raja	HP125	11	Plumber	11	
18	Alimish	HP196	11	Plumber	11	
19	Ranjeh	HS504	11	Steel Fixer	11	
20	mumtiaz	HH-1531	HBC	Helper	20-11-25	
21	Satendra	HE-245	HBC	Electric	11	
22	Nagendra	HC-632	HBC	Carpenter	11	

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Kanraiya	HH-1507	HBC	Helper	20.11.2025	
2	MD. Sanabata	—	United Bond	Helper	"	
3	Ram Murgesh	—	UEP	Drill	"	
4	Ben Bull	—	UEP	Operator	"	Benbull
5	Ajshad Ullah	—	Diamond	mason	"	
6	Nizar Ahmed	HH-1547	HBC	Helper	"	
7	Arun Kumar	HBC-1574	HG	Helper	"	
8	Shive par		Diamond	mason	"	Shivpar
9	Susanes	HH-1512	HBC	Helper	"	
10	Veerbal	HM-633	HBC	mason	"	
11	Kapil	HS-496	HBC	Steel Fixer	"	
12	Ravindhar Kumar	HC-614	HBC	Carpenter	"	
13	Sivaj	HM-627	HBC	mason	"	
14	Dinesh	—	Bee	Helper	"	
15	Love Lal	HM-610	HBC	mason	"	
16	Asgram	HM-637	HBC	mason	"	
17	Siyaswar Pandit	HH-1557	HBC	Helper	"	
18	Sathrudan Pandit	HH-1556	HBC	Helper	"	
19	Nagak Kumar	HC-633	HBC	Carpenter	"	
20	Sata Gupta	HS-185	HBC	Steel fixer	"	
21	Avida	HM-653	HBC	mason	"	
22	Sonu Kumar	HM-642	HBC	mason	"	Sonu

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Hala mohmed	—	HBC	Tec. cor	20-11-2025	
2	Hussam Al Mug	—	SEEB	Civil Eng.	20/11/25	
3	Khaled nashat	—	HBC	site eng	20/11/25	
4	Abdul Shamil	—	SECB	Sr. Mech. Engr	20/11/25	
5		—	H.B.C	H.H	20/11/25	
6	[illegible]	—	HBC	H.H	20/11/25	
7		—				
8	Ramzan Ali	—	[illegible]	STF	20/11/25	
9	md Imran	HH-1573	HBC	Helper		
10	Gadu Kumar	H.H.1536	HBC	Helper.		
11	Shala Abdulah	—				
12	GBLMBGA	"	"	"	"	
13	TAYUL	"	"	"	"	
14	GAGAN	—	BCC	Helper	20-11-2025	
15	Yohanes	—	BCC	"	"	
16	DeRETE	—	BCC	"	"	
17	Minargo Stojare	—	BCC	"	"	
18	Bilal Mohamed	—	BCC	"	"	
19	Nilendra	—	BCC	"	"	
20	AYUb Hassamed	—	BCC	"	"	
21	Akshad	—	Dynamo	Carpenter	"	
22	Ramsa		BCC	"	20-11-25	

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	Santosh Sharma	HF 189	HBC		20/11/2025	Sharma
2	Md Jalal Siddique	HF-208	HBC	Forman	20/11/2025	
3	HAVYAN IMANS Family		Gulf Way			
4	BINENSYIMANS Gardian		"			
5	Anwar Ibrahim	Staff Driver	Gulf	Steel	20/11/202	
6	Abdulbasit Abnoor	HSE	"			
7	Saleloa Diino	—	Gr. c			
8	Abdolla Dina	—	Gr. c			
9	Gaipeasa Tova	—	Gr. c			
10	Loudrey Williams	—	"			
11	Suraj Pamang	Helper	Gulf way			
12	Yohanis Mostin	—	"			
13	Tusara Moide	—	"			
14		—				
15	AJAFG	—				
16	Ahmed Moyesa	—	Gulf	"		
17	Wagane Ahmed	—	Gulf Way	"		
18	M. Noman Siddique	—	Fitim Al Hani	Operator	20.11.2025	
19	Raees Akash	—	"			
20	DEVAIAH	—	HBC	Operator	20.11.2025	
21	MOHSIN. Operator	JCB	M. Bilal.			M. Bilal.
22	—	—	—	—	—	—

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1						
2	Abdisa		BCC	Helper	20/11/2025	
3	Abdi Maxtoure		BCC	11	20/11/20	
4			639	11		
5				11		
6			B-CC			
7			Gulf			
8	Tebereh Reshid		Gulf.w	SHE		
9	NDAYISHIMIYE Bertrand		Gulf Wil	11		
10	Siraj mehamed		Gulf way	Steel fixer		
11	Deepak Kumar		HBC	H.S	20/11/2025	Deepak.
12	Murugan		HBC.	H.S		Murugan
13	Karanvir Singh	HE	H.B.C.	HE	20/11/25	Karanvir Singh
14			B-C-C.	11		
15	Samir Khan	HH-1509	HBC	11		
16	Narendra	Helper	HBC	HM	20/11/25	Narendra
17	Jakir		BCC	Helper		
18	Rayes	Helper	HBC	HM	20-11-25	
19	Md Yasin		HBC	Helper	20-11-25	
20	Ashok		HBC	mason	20-11-25	
21	Bikram Tamang		CIVIL			
22	Mohsin					

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	M. Haji	—	U.B.F	Site Supervisor	20/11/2025	
2	Surinder Singh	—	〃	Hs.E. officer	〃	
3	Saeed Ahmad	—	〃	Crane-OP	〃	
4	Istiyaq Ahmad	—	〃	Rig. OP.	〃	
5	Pragal	—	〃	Vajbra-OP	〃	
6	Zavid Rehmani	—	〃	Rigger	〃	
7	Rama kumar	—	〃	〃	〃	
8	Sharafatij	—	〃	〃	〃	
9	Ram Murej	—	〃	〃	〃	
10	[illegible]	—	Gulf way	〃	〃	
11	[illegible]	—	Gulf way	〃	〃	
12	[illegible]	—	HBC		〃	
13	[illegible]	—	HBC		〃	PRASAD
14	[illegible]	—	BCC	Helper	〃	
15	Shankar M	—	HBC	foreman	〃	
16	T. SAGAR.	—	BCC	Mason	〃	21/11/25
17	21/11/25	—	HBC	Mason	〃	T.S.
18	Rajendra	—	HBC	Helper	〃	Rajendra
19	PARAN	—	HBC	Helper	〃	PARAN
20	Sushanta	—	HBC	Storekeeper	20/11/25	
21	BANWARI	—	HBC	Mason	20/11/25	
22	—	—	—	—	—	—

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	LAWRENCE K.	—	BCC	Helper	20/11/25	
2	SADIK .		—	11	11	
3	Rahaman Uli		PaDo	—	11	
4	Milan		Danamo	mason	11	
5	Chantilak		11	—	11	
6	Sonu	HM-612	HBC	mason	11	Sonu
7	Ashok	HM-641	11	mason	11	Rohitash
8	~~Ernesto~~ Indico		Danamo	mason	11	Indika
9	Emmanuel		BCC	Helper	11	
10	Julius Tuvera		BCC	Helper	11	
11	Venkalaveti Kamprieh	HS-356	HBC	Steelfixer	11	
12	Richard	B	B.C.C	Helper	11	
13	Medard	—	BCC	Helper	11	
14	Adam	BCC	BCC	Helper	11	
15	ABHI	HH1572	HBL	Helper	11	
16	P. vinay	HC642	11	Carpenter	11	
17	Shazad		Danamo	mason	11	
18	Abubakkar	HCE42		Carpenter	11	
19	Gebeyehu	HCE42	BCC	Carpenter	11	
20	Innocent NTAKARUTIMANA	—	Dynamo	mason	11	
21	NAPOLEON Gastaldo	—	BCC	mason	11	
22	MIHOR MISTRY	—	Dynamo	mason	11	

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Sr.No	Name	Employee ID	Company	Designation	Date	Signature
1	DINESH	—	HBC	Carpenter	20.11.2025	DINESH
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The purpose of a fire drill is to familiarize and re enforce proper evacuation routes and practices. The goal is to have the proper actions be an automatic response whenever fire alarms sound, so that everyone safely evacuates the area in an orderly manner.

Project Manager: Jiries Hani

Signed.....

HSE Engineer: Damodhar Zamuni

Signed.....