

RESCUE DRILL AND REHEARSAL RECORD

RECORD — SITE FILE

The proof the plan was practised — what was done, how long it took, what did not work

KD-RES-DR-006 Rev A0

A rescue plan nobody has practised is a description of a hope. CDM 2015 reg 30(3)(b) requires the emergency arrangements to be tested by being put into effect at suitable intervals — the direct driver of this record. Work at Height Regulations 2005 reg 4(2) and Confined Spaces Regulations 1997 reg 5 require the arrangements to be in place, and the only way to know they are is to run them — with the kit, the people and the workface the plan names, against a clock. This sheet records one drill or rehearsal: the plan, who took part, what was simulated, how long each stage took against the target the plan set, what went wrong, and what changed in the plan as a result. A drill that found nothing wrong was probably not a drill. Fire drills are recorded on KD-SITE-FD-030; the monthly Emergency Procedures Checklist KD-INS-EP-013 carries the summary log of drills held; this sheet is the full record of one drill, for the rescue plans KD-RES-WH-001 to KD-RES-CR-005, and each of those plans names the drill it was rehearsed on.

1 THE DRILL

PROJECT / SITE REF	SITE	DATE	DRILL RUN BY
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PLAN REHEARSED	TYPE OF DRILL	SCENARIO SIMULATED	WHERE
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Safety of the drill: a live "casualty" is never suspended in a harness, put in a confined space or placed in an excavation for a drill; a weighted dummy or a rescue mannequin is used, and a volunteer plays the part only at ground level. The drill has its own supervisor, its own first-aiders and a stop word that ends it.

CASUALTY SIMULATED BY	DRILL SUPERVISOR	STOP WORD, WHO MAY CALL IT	FIRST-AIDER FOR THE DRILL
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2 WHO TOOK PART

NAME	EMPLOYER	ROLE IN THE DRILL	ROLE IN THE PLAN	SIGNATURE

3 TIMINGS — AGAINST THE TARGET THE PLAN SET

STAGE	TARGET (PLAN)	ACTUAL	NOTE

TOTAL — ALARM TO CASUALTY SAFE	PLAN TARGET	MET?	TIMED BY
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4 WHAT THE DRILL FOUND — TICK WHAT WORKED; ANYTHING UNTICKED GOES IN THE BOX

- ☐ The kit was where the plan said, complete, in date, and the people could use it without reading the instructions
- ☐ The anchor, the entry, the ground controls or the mast access the plan names were reachable and worked
- ☐ Communication worked — radio, voice or line signals — from where the rescuers actually stood
- ☐ The people the plan names were on site and knew their role without being told
- ☐ The casualty could be moved by the route the plan describes, with the stretcher or the harness it names, through the opening it has to pass
- ☐ The 999 call was made — simulated — with the address, what3words and the words the plan gives

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continued

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WHAT DID NOT WORK, AND WHY

CHANGES TO THE PLAN AS A RESULT

5 NEXT

PLAN REVISED TO (REV, DATE)

RE-BRIEFED ON

NEXT DRILL DUE

ACTIONS CARRIED TO KD-INS-AR-019

6 SIGNATURES

Drill run by:

PRINTED NAME

ROLE

COMPANY

SIGNATURE

DATE

TIME

Reviewed by — principal contractor:

PRINTED NAME

ROLE

COMPANY

SIGNATURE

DATE

TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.