

Appendix C – Employee Emergency Contact Information

List all department staff and their critical contact information. It is important to get the emergency contact information for employee accountability in the event of an evacuation and in case of accident or injury to the employee. Mission Critical Staff (those that are absolutely necessary to your operations in case of emergency) should be highlighted. Attach additional page(s) as needed.

<u>NAME</u>	<u>CELL PHONE</u>	<u>HOME PHONE</u>	<u>E-MAIL</u>	<u>EMERGENCY CONTACT</u>	
				<u>NAME</u>	<u>PHONE</u>