

## Facility Emergency Contact Placard

**Instructions:** Display in all staffed and unstaffed facilities. The facility manager will review & update the placard annually, and complete the form using current information, full names for people and facilities, and full addresses. SECM=Safety & Environmental Compliance Manager. OCC/SOC=Operations Control Center

**Placard Revision Date:**

<b>FACILITY INFORMATION</b>	<b>Facility Name:</b>				
	<b>Location ID:</b>		<b>Facility Phone:</b>		
	<b>Facility Physical Address:</b>				
	<b>Latitude/ Longitude:</b>				
	<b>Collocated Facilities:</b>				
	<b>Name</b>		<b>Office Phone</b>	<b>Emergency Phone</b>	
	<b>Manager:</b>				
	<b>SECM: (primary)</b>				
	<b>SECM: (backup)</b>				
	<b>OCC/SOC:</b>				
<b>Other:</b>					
<b>UTILITY INFORMATION</b>		<b>Company Name</b>			<b>Office Phone</b>
	<b>Electric:</b>				
	<b>Gas:</b>				
	<b>Water:</b>				
	<b>Telephone:</b>				
	<b>Refuse:</b>				
	<b>Fuel:</b>				
<b>EMERGENCY NUMBERS</b>				<b>DIAL:</b>	<div style="border: 2px solid red; width: 100px; height: 20px; margin: 0 auto;"></div>
	<b>Name</b>	<b>Hours of Operation</b>	<b>Response Time (min.)</b>	<b>Phone</b>	
	<b>Fire</b>				
	<b>Medical Emergency</b>				
	<b>Police</b>				
	<b>Hospital</b>				