

HSB PREPARE PROGRAM
 Pre-Emergency Plan and Recovery

COMPUTERS AND COMMUNICATION

| | |
|------------------------|--------------|
| PLANT EQUIPMENT NUMBER | SHEET NUMBER |
|------------------------|--------------|

EQUIPMENT

DESCRIPTION _____

LOCATION OF EQUIPMENT IN FACILITY _____

| | |
|-------------------|------------------------------|
| UTILIZATION _____ | BACKUP Yes No |
|-------------------|------------------------------|

SPECIFICATIONS

| | |
|--------------------|---------------------|
| MODEL NUMBER _____ | SERIAL NUMBER _____ |
|--------------------|---------------------|

MANUFACTURER

| | |
|----------------------------|---------------|
| NAME OF MANUFACTURER _____ | WEBSITE _____ |
|----------------------------|---------------|

| | | | |
|---------------|------------|-------------|----------------|
| ADDRESS _____ | CITY _____ | STATE _____ | ZIP CODE _____ |
|---------------|------------|-------------|----------------|

| | |
|---|-------------------------------------|
| NAME OF MANUFACTURER'S REPRESENTATIVE _____ | TELEPHONE / CELL PHONE NUMBER _____ |
|---|-------------------------------------|

| | | | |
|---------------|------------|-------------|----------------|
| ADDRESS _____ | CITY _____ | STATE _____ | ZIP CODE _____ |
|---------------|------------|-------------|----------------|

REPAIR FIRMS

| | |
|--------------------|---------------|
| NAME OF FIRM _____ | WEBSITE _____ |
|--------------------|---------------|

| | | | |
|---------------|------------|-------------|----------------|
| ADDRESS _____ | CITY _____ | STATE _____ | ZIP CODE _____ |
|---------------|------------|-------------|----------------|

| | |
|-----------------------|-------------------------------------|
| NAME OF CONTACT _____ | TELEPHONE / CELL PHONE NUMBER _____ |
|-----------------------|-------------------------------------|

| | |
|-------------------------------------|---------------|
| NAME OF ALTERNATE REPAIR FIRM _____ | WEBSITE _____ |
|-------------------------------------|---------------|

| | | | |
|---------------|------------|-------------|----------------|
| ADDRESS _____ | CITY _____ | STATE _____ | ZIP CODE _____ |
|---------------|------------|-------------|----------------|

| | |
|-----------------------|-------------------------------------|
| NAME OF CONTACT _____ | TELEPHONE / CELL PHONE NUMBER _____ |
|-----------------------|-------------------------------------|

PARTS AND SUPPLIES

| | |
|--------------------|---------------|
| NAME OF FIRM _____ | WEBSITE _____ |
|--------------------|---------------|

| | | | |
|---------------|------------|-------------|----------------|
| ADDRESS _____ | CITY _____ | STATE _____ | ZIP CODE _____ |
|---------------|------------|-------------|----------------|

| | |
|-----------------------|-------------------------------------|
| NAME OF CONTACT _____ | TELEPHONE / CELL PHONE NUMBER _____ |
|-----------------------|-------------------------------------|

LOCATION OF POSSIBLE REPLACEMENT UNITS

| | | | |
|-----------------|-------------------------------|-------|----------|
| NAME OF FIRM | WEBSITE | | |
| ADDRESS | CITY | STATE | ZIP CODE |
| NAME OF CONTACT | TELEPHONE / CELL PHONE NUMBER | | |

TECHNICAL MANUAL AND BACKUP INFORMATION

| | | | |
|---|---------|-------|----------|
| LOCATION OF MANUFACTURER'S TECHNICAL MANUAL | WEBSITE | | |
| LOCATION OF SPARE DATA AND BACKUP | CITY | STATE | ZIP CODE |

ON SITE SPARE PARTS

| DESCRIPTION OF ITEM | PART NUMBER | QUANTITY | STORAGE LOCATION OF ITEM |
|---------------------|-------------|----------|--------------------------|
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MISCELLANEOUS INFORMATION

DESCRIPTION / PICTURES

NOTES / PICTURES
