

**HSB PREPARE PROGRAM**  
 Pre-Emergency Plan and Recovery

**EMERGENCY TELEPHONE NUMBERS**

DESCRIPTION	NAME AND LOCATION	TELEPHONE NUMBERS	
Fire			
Police			
Hospital			
Ambulance			
Gas Co.		DAY TELEPHONE	24-HR. EMERGENCY TELEPHONE
Electric Co.		DAY TELEPHONE	24-HR. EMERGENCY TELEPHONE
Water Dept.		DAY TELEPHONE	24-HR. EMERGENCY TELEPHONE

**PLANT**

First Aid		EXTENSION	
Manager		EXTENSION	TELEPHONE / CELL PHONE NUMBER
Chief Engineer		EXTENSION	TELEPHONE / CELL PHONE NUMBER
Chief Electrician		EXTENSION	TELEPHONE / CELL PHONE NUMBER
Safety Director		EXTENSION	TELEPHONE / CELL PHONE NUMBER
Guard / Security Location		EXTENSION	

**LOCAL SAFETY & ENVIROMENTAL AGENCIES**  
*(In case of threat of fire, explosion, and pollution)*

NAME OF AGENCY	WEBSITE
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LOCATION

CONTACT	TELEPHONE / CELL PHONE NUMBER
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NAME OF AGENCY	WEBSITE
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LOCATION

CONTACT	TELEPHONE / CELL PHONE NUMBER
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COMMENTS

**ADDITIONAL EMERGENCY PHONE NUMBERS**

DESCRIPTION	NAME OF FIRM	NAME OF CONTACT	TELEPHONE / CELL NUMBERS
Fire Alarm System			
Fire Sprinkler System			
Fire Extinguishing Systems			
Elevators			
Emergency Water Supply			
Water Disposal System			
Automatic Controls			
Medical Gas System			

**INSURANCE DATA**

NAME OF INSURANCE MANAGER ON-SITE	EXTENSION	TELEPHONE / CELL PHONE NUMBER
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NAME OF INSURANCE COMPANY

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BRANCH OFFICE ADDRESS

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NAME OF CONTACT	WEBSITE	TELEPHONE / CELL PHONE NUMBER
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NAME OF PROPERTY INSURANCE COMPANY

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ADDRESS

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ADDITIONAL INSURANCE INFORMATION

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