# Emergency contact list (template)

This is one example of an emergency contact list. **If you choose to use this template, make sure you customize it to your work and work site.**

|  |  |
| --- | --- |
| **Employer address** | **Business phone**  |
| **Prepared by**  |

**Emergency response contacts**

|  |  |
| --- | --- |
| **Police** | 911  |
| **Police (non-emergency)** |  |
| **Emergency Medical Services (Ambulance)** | 911  |
| **Fire** | 911  |
| **Poison control** | 1-800-332-1414 |

**Employer contacts**

|  |  |
| --- | --- |
| **Owner/general manager** |  |
| **Manager** |  |
| **Health and safety coordinator** |  |
| **Maintenance** |  |
| **Security** |  |
| **Public relations (designated)** |  |
| **Other** |  |

**Alberta Government contacts**

|  |  |
| --- | --- |
| **Occupational Health and Safety** | 1-866-415-8690 (toll free)780-415-8690 (in Edmonton) |
| **Workers’ Compensation Board (WCB)** | 1-866-922-9221 (toll free) |
| **Alberta Environment** |  |
| **Other** |  |

**Other contacts**

|  |  |
| --- | --- |
| **Power company** |  |
| **Gas company** |  |
| **Telephone company** |  |
| **Insurance company** |  |
|  |  |
|  |  |

This form is for example purposes only. Completing this form alone will not necessarily put you in compliance with the legislation. It is important and necessary that you customize this document to meet the unique circumstances of your work site. Further, it is essential that this document is not only completed, but is used, communicated, and implemented in accordance with the legislation. The Crown, its agents, employees, contractors or content contributors will not be liable to you for any damages, direct or indirect, arising out of your use of this form.