

SAFETY/EVACUATION MONITOR ROSTER

DATE: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

EVACUATION MONITOR

1. MONITOR: \_\_\_\_\_ TELEPHONE EXT: \_\_\_\_\_

2. MONITOR: \_\_\_\_\_ TELEPHONE EXT: \_\_\_\_\_

BACK-UP MONITOR

1. BACK UP: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

2. BACK UP: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

FOR EMERGENCY PURPOSES ONLY

**MANY OFFICES HAVE VOICE MAIL AND/OR ANSWERING MACHINES.  
IF THERE IS A WAY TO BYPASS THE MACHINES, PLEASE INDICATE BELOW:**

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