

Emergency Situation Information

COMPANY: SUITE: FLOOR:

RELOCATION AREA:

NUMBER OF EMPLOYEES AT RELOCATION AREA:

EMERGENCY STAFF

Floor Wardens

Floor Leaders

Searchers

Stairwell Enclosure Monitors (one per stairwell)

Elevator Monitor

Assembly Area Monitor

Communicator/Runner

Drill Evaluator

INDIVIDUALS REQUIRING FIRE DEPARTMENT ASSISTANCE TO EVACUATE

NOTE: Refuge areas in 707 17th Street are the stairwell landings.

Company: _____ **FLOOR:** _____

Name	Floor	Floor Warden	Buddy	Alternate Buddy	Impairment

Per Denver FireCode, this form must be updated as changes occur or at a minimum of a quarterly basis even if no changes have happened since last reported. Please fill out the information below when changes occur.

Person submitting changes: _____ **Date:** _____