

Emergency Support Contact Details

Date: _____

To: All Employees

We would like to ensure that everyone is aware of the emergency support contact details available in case of an emergency at the workplace. Please find the relevant contact information below:

Emergency Services

Police: 911

Fire Department: 911

Ambulance Services: 911

Internal Contacts

HR Emergency Contact: Jane Doe - (555) 012-3456

Facilities Manager: John Smith - (555) 987-6543

Additional Resources

Employee Assistance Program: (555) 111-2222

Please save this document and ensure that you can access these numbers quickly in an emergency. Stay safe!

Best regards,
[Your Company Name]