This form should be filled out and posted by all telephones.

Laboratory:  Building___________________________ Room______________________
Dept._________________________________________ College_______________________

Dept. Lab Safety Officer: ________________________ Phone_______________________

Lab Emergency Coordinator: ____________________ Phone_______________________

Facilities Management: Zone_________________________ Phone_______________________

In Case of Emergency, Dial 911

Chemical Spills or other Environmental Emergencies (612) 626-6002
Weekdays after 4:30 p.m., weekends and holidays 911

Police, Fire, Ambulance 911

Utility and Facility Problems
Building Systems Automation Center (BSAC) (612) 625-0011

Poison Control Center 1-800-222-1222

Other phone numbers: ___________________________________________      _______________________
___________________________      _______________________

Location of Fire Extinguishers: _____________________________________________

Location of Spill Control Equipment: _______________________________________

Location of Exit Routes: _________________________________________________

Location of Fire Alarm (if present): _________________________________________

Location of gas main shut-offs (if present): _________________________________

Location of electrical power disconnects (if present): _________________________

Date revised_________________ (update at least annually)