License #614669 B1, C23 & C33

# **EMERGENCY RESPONSE EXIT PLAN**

**Call 911** for paramedics, fire department, police or other emergency personnel **Call Company contacts:** 

Bruno Franck	CEO	805-857-4586
Lotte Franck	CFO	805-857-8170
Jeison Silva	Project Manager	805-432-6372
Edith Orozco	HR Manager	661-714-1269

## **Call Emergency Services:**

Accident Investigator	Jon Siglar	805-212-4890
Insurance Carrier	<b>H&amp;S Insurance Services</b>	805-212-4890
Claims	ICW Group	800-877-1111

#### Nearest hospital or medical facility to office:

19042 Soledad Canyon Rd., Santa Clarita, CA 91350

### **Trained CPR personal:**

Jeison Silva Luis Silva Artemio Flores

Bruno Franck Alberto Cordero

Manuel Cordero Nicole Feuerhelm

Lotte Franck Juventino Lopez

#### **Check list:**

Account for all personnel, evaluate well-being, and secure premises

Close business operations or continue?

Determine workforce for now, following day & inform staff

What should staff say to callers, customers, family members and media?

#### Comfort staff:

Assure people of their safety and what will be happening in next few hours Give staff time and place to relax, make phone calls, and speak with one another Bring in soda, pizza, and "comfort" food

Get staffs thinking about relaxation plan before they go home

If appropriate, assure staff they performed as expected under the circumstances.

### **Arrange Follow-up**