



**Standard General Conditions  
Project Emergency Contact Information**

X 712 (2020-02)

**PROJECT EMERGENCY CONTACT INFORMATION**

DATE ISSUED:	PROJECT TITLE:										
CITY BUSINESS UNIT:	AGREEMENT EFFECTIVE DATE:										
CITY REPRESENTATIVE:	PURCHASE ORDER NUMBER:										
DESIGN PROFESSIONAL (if applicable):	RFx NUMBER:										
CONTRACTOR:	CITY FILE NUMBER (optional):										
<ol style="list-style-type: none"> <li>1. All safety incidents on the <i>Project Site</i> must be reported immediately to the <i>City Representative</i> or designate (Alberta) for immediate follow-up.</li> <li>2. Any incident resulting in significant damage to property of The City or any adjacent property owner or injury to, or death of any worker, contractor or member of the public must be reported to The City, Risk Management and Claims Division by contacting 403-268-5443.</li> <li>3. These instructions do not supersede, replace, or take precedence over the minimum requirements for safety incident reporting and investigation as outlined in the <i>Occupational Health and Safety Act</i> (Alberta) and site-specific response procedures.</li> <li>4. <b>This information form must be displayed in a conspicuous location on the <i>Project Site</i>. If the <i>Project Site</i> has multiple geographical locations, additional copies of the Project Emergency Contact Information form must be posted at each <i>Project Site</i> location.</b></li> </ol> <table style="width:100%; border: none;"> <tr> <td style="width:50%;"><b>AMBULANCE, FIRE, POLICE (24 HOURS)</b></td> <td style="width:50%;"><b>9-1-1</b></td> </tr> <tr> <td><b>Alberta Workplace Health &amp; Safety (24 Hours)</b></td> <td><b>1-866-415-8690</b></td> </tr> <tr> <td><b>Alberta Environment (24 Hours)</b></td> <td><b>1-800-222-6514</b></td> </tr> <tr> <td><b>City of Calgary OHS Emergency (24 Hours)</b></td> <td><b>587-999-4993 (all City except Water or W&amp;RS)</b></td> </tr> <tr> <td><b>City Water or Waste &amp; Recycling</b></td> <td><b>403-880-3606</b></td> </tr> </table>		<b>AMBULANCE, FIRE, POLICE (24 HOURS)</b>	<b>9-1-1</b>	<b>Alberta Workplace Health &amp; Safety (24 Hours)</b>	<b>1-866-415-8690</b>	<b>Alberta Environment (24 Hours)</b>	<b>1-800-222-6514</b>	<b>City of Calgary OHS Emergency (24 Hours)</b>	<b>587-999-4993 (all City except Water or W&amp;RS)</b>	<b>City Water or Waste &amp; Recycling</b>	<b>403-880-3606</b>
<b>AMBULANCE, FIRE, POLICE (24 HOURS)</b>	<b>9-1-1</b>										
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<b>City Water or Waste &amp; Recycling</b>	<b>403-880-3606</b>										
PROJECT SITE LOCATION(S)/ADDRESS OR DIRECTIONS:											
<b>PROJECT SPECIFIC CONTACTS</b>											
<b>CITY REPRESENTATIVE</b>											
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL								
<b>DESIGN PROFESSIONAL (if applicable)</b>											
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL								
<b>CITY'S SAFETY REPRESENTATIVE</b>											
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL								
<b>PRIME CONTRACTOR FOR SAFETY</b>											
NAME OF FIRM											



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X 712 (2020-02)

<b>CONTRACTOR'S REPRESENTATIVE (EMERGENCY CONTACT)</b>			
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL
<b>CONTRACTOR'S AUTHORIZED DESIGNATE (EMERGENCY CONTACT)</b>			
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL
<b>CONTRACTOR'S PROJECT SITE FIRST AID ATTENDANT</b>			
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL
<b>OTHER EMERGENCY CONTACT</b>			
NAME	PRIMARY PHONE (XXX-XXX-XXXX)	CELL (XXX-XXX-XXXX)	EMAIL
<b>MUSTER LOCATION</b>			
MUSTER SITE LOCATION(S)/ADDRESS OR DIRECTIONS:			
<b>CLOSEST MEDICAL FACILITY</b>			
FACILITY NAME:		PHONE (XXX-XXX-XXXX):	
ADDRESS:			
<b>NOTE:</b> Attach and post at the <i>Project Site</i> a map of the closest medical facility, including address.			
<b>ADDITIONAL EMERGENCY AND SERVICE CONTACT NUMBERS</b>			
<b>ALBERTA FIRST CALL</b>			
	_____ PRIMARY PHONE (XXX-XXX-XXXX)		
<b>ATCO GAS</b>			
	_____ PRIMARY PHONE (XXX-XXX-XXXX)		
<b>ENMAX</b>			
	_____ PRIMARY PHONE (XXX-XXX-XXXX)		
<b>WATER SERVICES</b>			
	311 _____ PRIMARY PHONE		
<b>OTHER</b>			
	_____ PRIMARY PHONE (XXX-XXX-XXXX)		
<b>OTHER</b>			
	_____ PRIMARY PHONE (XXX-XXX-XXXX)		
<b>Note:</b> All italicized terms and expressions used on this Form X 712 are defined in The City of Calgary's most recent <i>Standard General Conditions</i> . In the event that there is a conflict in the defined terms, the meanings as ascribed in the <i>Agreement</i> shall prevail.			
<b>ISSUED TO:</b> Business Unit File			
<b>COPY TO:</b> Contractor, ESM			