

FIRE DRILL AND EVACUATION/EMERGENCY ACTION PLAN (EAP) STAFFING CHART

BUILDING ADDRESS: 345 Park Avenue, New York, NY 10154

Robert Hirst (212) 284-8474
FIRE SAFETY/EAP DIRECTOR (PHONE NUMBER)

Steve Duke (212) 284-8476
DEPUTY FIRE SAFETY/EAP DIRECTOR
DIRECTOR

Stephen Warszawiak (212) 284-2875
DEPUTY FIRE SAFETY/EAP

DEPUTY FIRE SAFETY/EAP DIRECTOR
DIRECTOR

DEPUTY FIRE SAFETY/EAP

FLOOR NO.

FIRE SAFETY/EAP WARDEN

Name

Phone Number

DEPUTY FIRE SAFETY/EAP WARDENS

Name

Phone Number

Name

Phone Number

Name

Phone Number

Name

Phone Number

SEARCHERS

MALE

FEMALE

Any person discovering fire, smoke or other emergency condition should without delay cause the transmission of a fire alarm by calling 911 or activating a fire alarm box. Notify the Fire Safety/EAP Director or Fire Safety/EAP Warden that an alarm has been transmitted.

In the event that it becomes necessary to implement the building's Fire Safety or Emergency Action Plan, listen for and follow the directions given by the Fire Safety/EAP Director/staff and emergency response personnel. Elevators should never be used in a fire. In all other circumstances, use the elevators only if and when directed to do so by the Fire Safety/EAP Director/staff or emergency response personnel.

Off-Site Assembly Areas:

Primary: Central Park at 60th Street and 5th Avenue

Secondary: Bryant Park at 42nd Street between 5th and 6th Avenue

Date Prepared: 2/09/10

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