***\*\*\*\* EMERGENCY PHONE NUMBERS \*\*\*\****

|  |  |  |
| --- | --- | --- |
| ***PROJECT DESCRIPTION:*** |  | **«Controlling\_Project\_ID»****«Controlling\_Description\_Line\_1»****«Controlling\_Description\_Line\_2»****«Highway», «County»** |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME | OFFICE PHONE | MOBILE PHONE | **HOME/HOTEL PHONE** |
| ***Field Office*** |  |  |  |       |
| ***Prime Contractor/ Superintendent*** |  |  |  |       |
| ***Contractor’s Foreman*** |  |  |  |       |
| ***Erosion Control Contact*** |  |  |  |       |
| ***Traffic Control (24- hour contact)*** |  |  |  |       |
| ***Project Leader/ Consultant Name*** | *«PE\_Name»/*«PE\_Company» | *«PE\_Office\_Phone»* | *«PE\_Mobile\_Phone»* |       |
| ***Project Manager***  | *«PM\_Name»* | *«PM\_Office\_Phone»* | *«PM\_Mobile\_Phone»* |       |
| ***Area Maintenance Coordinator*** |  |  |  |  |
| ***Area Supervisor*** | *«Supervisor\_Name»* | *«Supervisor\_Office\_Phone»* | *«Supervisor\_Mobile\_Phone»* |       |
| ***Chief Construction Engineer*** |  |  |  |       |
| **COPIES TO:** | * Construction Supervisor
* Maintenance Supervisor
* Area Maintenance Coordinator (For All Counties in Project)
* \*County Commissioner
* \*\*State Patrol
 | ***POST ONE COPY IN FIELD OFFICE WINDOW******Return one copy to NWR Contracts Specialist*** |
| \*County Commissioner to distribute to Patrol Superintendent & County Sheriff\*\*Required to distribute to State Patrol when project is on interstate |
| **INSTRUCTIONS FOR USE – Call in order listed:** |
|  | **During standard working hours:** | **During non-standard working hours:** |
|  | 1. Field Office | 1. \*\*\*Project Foreman or Prime Contractor |
|  | 2. Prime Contractor | 2. Project Manager |
|  | 3. Project Manager | 3. Consultant Project Manager |
|  | 4. Area Maintenance Coordinator | 4. Area Supervisor |
|  | 5. Area Supervisor | 5. Chief Construction Engineer |
|  | 6. Chief Construction Engineer |  |
| *\*\*\* NOTE: For traffic control related problems during non-standard working hours call the Traffic Control 24 hr. contact first.* |