



FCM 136-2016

FIRE CHIEF MEMORANDUM

DATE: November 8, 2016

TO: All Members

THROUGH: Eric C. Tade, Chief of Department *ECT*
Todd A. Bower, Deputy Chief of Department *ECT for TAB*
Charles Drennan, Division Chief, Operations *CD*
Manuel Almagure, Division Chief, Fire Prevention *MA*
Jeremy Vigil, Assistant Chief, Fire Prevention *JV*

FROM: Donald Randolph, Captain, Fire Prevention *DR*

SUBJECT: DENVER FIRE DEPARTMENT EMERGENCY CONTACT INFORMATION

In an effort to ensure updated contact information is available to DFD personnel in the event of an emergency, we are making available to the membership the attached document (also available on the DFD Web Downloadable Forms page under the Fire Prevention section). All Fire Prevention and Operations personnel when conducting annual inspections, shall provide the business owner/property manager or other responsible party with a copy of the DFD Emergency Contact Information form to be filled out by them and posted at either the fire alarm control panel or in the sprinkler control valve/fire pump room. Having annually updated contact information available during an emergency can help to decrease the length of time that critical life safety systems are compromised. This information will also serve to help our responding companies, District Chiefs, and Shift Commanders gain quick access to key resources in order to resolve issues and get back in service more quickly.

Attachment: DFD Emergency Contact Information Form

DR:kfc/H/FCM/2016/136-2016 DFD Emergency Contact Information

DISPOSITION: Read at Roll Call for three (3) consecutive shifts.

DISTRIBUTION: Suppression and Support Services (*electronic*)