

Company Name:	<u>Date:</u> Suite #:
Tenant Wardens (Primary /Deputy)	
Special Assistance Tenant Wardens:	

NOTE: One Tenant Warden should be assigned for every 20 employees. Each person assuming this role should have an Alternate. The Alternate will assume the role of Tenant Warden in the event that the primary warden is absent during a real emergency or a practice drill. As changes in personnel occur, this sheet must be updated and forwarded to the Property Management Office.