STEPS TO BE TAKEN IN EMERGENCY
AFTER ALERTING THE EMERGENCY SERVICES

As soon as the emergency services have been alerted to an incident, there are several people/bodies that need to be contacted and alerted to the situation. The order in which these bodies should be contacted will vary according to each individual circumstance.

1. Your Archdeacon

   Name: 
   Tel: 

2. Your Quinquennial Inspector (QI)

   Name: 
   Tel: 

3. The Care of Churches Team (which includes the Diocesan Advisory Committee office) and the Diocesan Registry, for advice on the building and faculties.

   Care of Churches Team tel: (020) 7932 1230
   Diocesan Registry tel: (020) 7593 5110

4. Your insurance company, who are likely to want to visit the site. Do not carry out works without the agreement of the insurance company.

   Name: 
   Tel: 

5. The Local Authority

   Name: 
   Tel: 

6. The Health and Safety Executive

   Tel: (020) 7556 2100

7. It is useful to keep handy details of local contractors, who can be called upon in the event of an emergency.

   Name: 
   Tel: 
   Name: 
   Tel: 

Diocese of London
Care of Churches Team
November 2006