



Hello Emergency Wardens,

The Emergency Management team is excited to share some great news that will affect all Emergency Warden Volunteers — we've launched a new SharePoint site that allows us to better maintain contact information, provide digital after-action reports, store documents and collaborate online.

We need your help populating this new tool with the most up-to-date contact information for our Emergency Warden Volunteers — here's how to do it:

- [Go to the site now](#) and log in with your IT username and password

UNIVERSITY OF
CALGARY

Enterprise Collaboration
Services

Username

Password

Logon

IT Username and
Password

- Click on the **Warden's Contact List** to update your information

Site Description

The Building Emergency Evacuation Plan is a means of en:
of Calgary's Emergency Response Program. Emergency W

Click Here

Warden's Contact List

Senior Wardens

- Click on the **pencil** to edit

Emergency Warden Program Senior Wardens Wardens EDIT LINKS

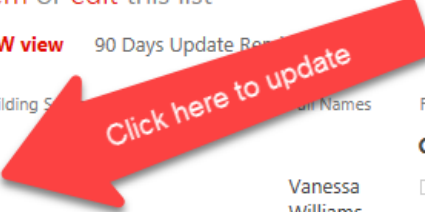
Emergency Wardens Contact List

+ new item or edit this list

All Items **VW view** 90 Days Update Report Find an item

✓	Edit	Building S	Warden Names	Full Name
			Vanessa Williams	<input type="checkbox"/> Vanessa Williams

Count= 746



- Update all of your information
- Select **Yes** under **Contact Info Verified** then **SAVE**.
- If you're no longer an Emergency Warden Volunteer, select **No Longer a Warden** under the **Role** drop-down options.

FacultyUnit Risk

Department Emergency Management

Zone 2

Floor * 2

Room * 270



Contact Info Verified Yes

Please select verified "Yes", only if all of your information is correct and up to date.

Warden Training

Comments

Save Cancel



Thank you

If you have any questions, email us at emergencymgmt@ucalgary.ca.