**CONTACT LIST**

<Enter full title of committee>

|  | **Name & Role** | **Council** | **Contact Details** |
| --- | --- | --- | --- |
| e.g. | Ray Dargh Municipal Coordinator | Kingborough | W: 03 6123 4567  M: 0412 345 678  E: ray.dargh@email.tas.gov.au |
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The State Emergency Service recommends that these detailed contact lists, including personal information, are not incorporated in the municipal emergency management plan, so that they can be updated and re-distributed quickly and easily, without requiring the plan to be approved and re-issued. Instead, the State Emergency Service recommends that the plan only describes how the contact list is maintained and which council position is the point of contact for it.