

[Insert your agency information here]

Personnel Contact List

Employee Cascade List	E-mail Address	Work #	Home #	Cellular or Pager
Agency Director				
COOP Team				
▪ Employee A				
▪ Employee B				
▪ Employee C				
▪ Employee D				
▪ Employee E				
Key Personnel				
▪ Employee A				
▪ Employee B				
▪ Employee C				

This job aid is a component of the free, on-demand CDC training course “Laboratory Continuity of Operations.” Find the course at <https://reach.cdc.gov/training>.