

EMERGENCY PREPAREDNESS GUIDANCE

The following is intended as guidance and is not all inclusive. You are encouraged to brain storm with your family and co-workers to discern items you believe should be added.

Design an emergency plan for you and your family, including pets. Generally pets are not allowed to stay in public shelters.

- Make plans today for a method of contacting other family members to make sure they are OK. Selecting a central meeting point is best as the telephone services may be jammed or not working.
- Be prepared to survive on your own for at least 72 hours.
- Select a "safe place" in your home and work place.
- ✓ Have a battery operated radio and a flash light with extra batteries.
- ✓ Have a First Aid kit.
- ✓ Have a three day supply of:
 - ✓ Water (one gallon per person per day)
 - ✓ Non perishable foods and a can opener
 - ✓ Prescription medications
 - ✓ Blankets or sleeping bags
 - ✓ Infant or baby needs
 - ✓ Cash or travelers checks
 - ✓ Trash bags
 - ✓ Change of clothes

IF TOLD TO EVACUATE

Have a plan for where you will go. Will you go to relatives, friends or an authorized shelter? Shelter locations will be announced when they are opened and ready to receive you.

- As time permits before leaving your home or business leave a message on a conspicuous door or window as to where you may be contacted.
Take with you:
 - Medications
 - Eye glasses or contacts
 - Identification such as driver's license
 - Vehicle keys
 - Cash or travelers checks

If directed to do so, turn off main valve or switch for gas and electric utilities. (Find out today where the valve or switch is and how to turn it off).

Upon leaving lock all doors and windows.

IF TOLD TO SHELTER IN PLACE

- ◆ Bring all family members and pets inside.
- ◆ Close and lock all doors and windows.
- ◆ Close fire place dampers, turn off all fan driven heating, ventilating and cooling devices (furnaces, air conditioners etc.).
- ◆ Take emergency supplies to a pre-designated *above ground* interior room. Some agents are heavier than air and will settle at or below ground level.
- ◆ Seal windows, doors, air vents and electrical outlets with plastic and duct tape. In the absence of plastic and duct tape, damp towels may be use around the bottom of doors and windows.
- ◆ Listen to the radio for additional instructions.
- ◆ Plan to remain sheltered in this room until there is an announcement that it is safe to come out.

MORE INFORMATION IS AVAILABLE AT www.ready.gov.