

TAKE 5



PROTECT YOUR FAMILY BEFORE DISASTER STRIKES



***Where will you and your family be in an emergency?
What will you do if basic services (electricity, gas,
telephone and water) are disrupted for long periods?***

Whether faced with a family emergency or a regional disaster, the effort you've put into family preparedness and disaster planning will play a large role in how well you "survive" the event. The following steps can help you enhance your family's preparedness.

① Identify the Hazards

Visit the library, contact the American Red Cross or your local Emergency Manager, and/or log on to the Federal Emergency Management Agency (FEMA) Web site at www.fema.gov to learn about the hazards in your area.

- Winter Storm
- Flood
- Wind Storm
- Hazardous Material Spill
- Earthquake
- Wildfire
- Landslide

② Learn How the Hazards Can Impact Your Family

Assess what the consequences might be for your family when disaster strikes. Consider the time of day, the day of the week, and the time of year.

- Injury
- Isolation
- Phone Outage
- Property Damage
- Power Outage
- Separation
- Water Outage

③ IDENTIFY STEPS YOU CAN TAKE TO MINIMIZE OR PREVENT THE HAZARD IMPACTS

Determine procedures and practices you can develop/implement to enhance your disaster resistance. Consult with the Red Cross, your local Emergency Manager, and/or FEMA for assistance.

- Plans for fire escape, family communication, and neighborhood evacuation
- Procedures for drop, cover, and hold on; shelter in-place; and utility shutoff
- Training in CPR, basic first aid, and use of a fire extinguisher
- Hazard-resistant construction materials
- Flood-proofing, landscaping, and site drainage practices
- Non-structural earthquake hazard mitigation techniques
- Warning systems such as smoke alarms
- Comprehensive hazard insurance for your home and personal property (e.g., earthquake, fire, and flood)
- Neighborhood disaster resource inventory

④ Identify Equipment and Supplies You'll Need to Survive

- Clothing and bedding
- First aid kit
- Food and water
- Light sources (candles, flashlights, and/or light sticks)
- Critical prescription and non-prescription medications
- Sanitation supplies
- Special items (e.g., baby supplies, pet food)
- Copies of critical documents
- Tools, equipment, and supplies (batteries, fire extinguisher, manual can opener, matches, money, utensils, etc.)

⑤ Identify the Equipment, Supplies, Procedures, and Practices You Already Have in Place

- Camping gear (cooking equipment, sleeping bags, utensils, etc.)
- Extra food and water
- Medical supplies
- Fire escape plan

⑥ Identify Your Shortfalls

What equipment, supplies, procedures, and plans do you need to complete your family preparedness effort?

⑦ Develop a Plan to Eliminate the Shortfalls

Identify short and long-term objectives. For the short term, focus on items that are low cost or easy to implement and that have high payoff. Some suggestions include:

- Install and maintain hazard warning systems such as smoke alarms and carbon monoxide alarms.
- Perform simple non-structural earthquake mitigation by securing bookcases, water heaters, and other home contents in place.
- Develop fire escape and neighborhood evacuation plans.
- Develop a simple family communication plan, such as wallet card with common numbers to call and important policy numbers.
- Develop drop, cover, and hold on; utility shutoff; and shelter-in-place procedures.
- Obtain CPR, basic first aid, and fire extinguisher training.
- Begin or expand your disaster supplies kit. Start with basic necessities such as food, water, critical medications, light sources, first aid supplies, clothing, and bedding.
- Host a neighborhood meeting to exchange preparedness information and ideas.
- Give emergency preparedness items as gifts.

For the long term, focus on higher cost items or those that are more difficult to implement. These items might include:

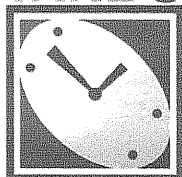
- Special tools and equipment
- Expanded insurance coverage
- Structural earthquake mitigation
- Drainage improvements

⑧ TRAIN AND MAINTAIN

- Conduct fire evacuation drills
- Test/recharge fire extinguishers
- Practice procedures for drop, cover, and hold on; shelter in-place; and utility shutoff
- Replace stored food, medicines, and water by the expiration date
- Test smoke alarms
- Test communications plan



TAKE 5



TO SURVIVE

HOW LONG CAN YOU SURVIVE?

Prepare an emergency kit for yourself and your family.

Due to overwhelming need elsewhere or lack of access to your neighborhood, you may be on your own for several days after a major disaster. A well-stocked kit can help you survive and be more comfortable during a major event such as earthquake, flooding, power outages, etc.

What will you need to survive for a week? Two weeks?

Storing Emergency Supplies

Layer supplies and keep them together in a container such as a sturdy plastic bin or plastic garbage can with wheels. For larger kits, you can stack bins or use two garbage cans. Rotate food, bottled water, and medications every year. Children's clothing may need to be replaced more frequently.

Keep the items you might need immediately, like a flashlight or first aid kit, on top.

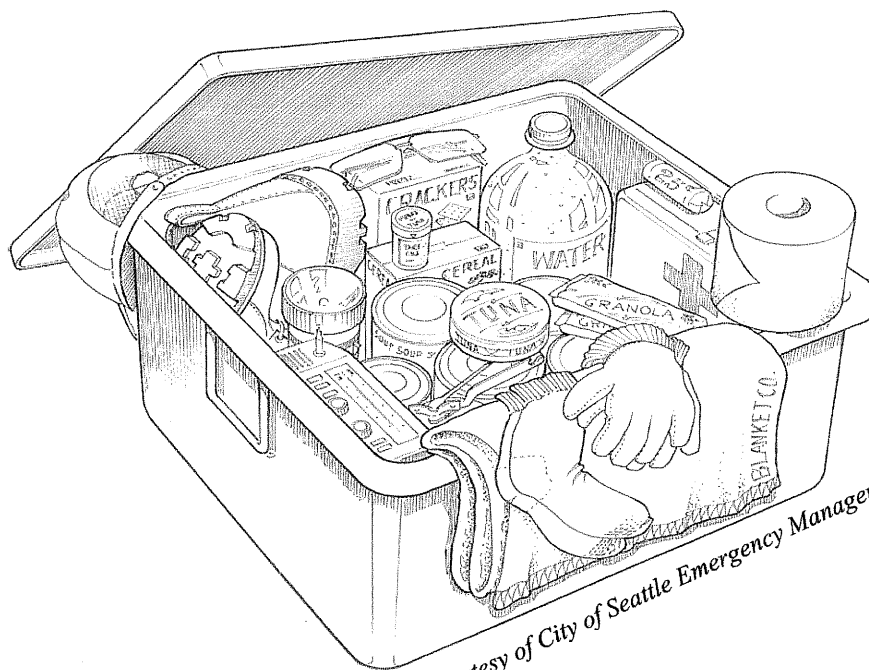


Illustration courtesy of City of Seattle Emergency Management

Start with what you already have. If you're a camper or backpacker, you've got a head start. Your cook stove, tent, and other gear can double as emergency supplies.

Think about what you literally can't survive without. Medications? Home oxygen? Powered medical equipment? Mobility aids?

Stock essential supplies for the long haul. Even if you can obtain food and water within 3-4 days, medications or medical supplies may be unavailable for a week or more. Consider one week's worth of essential medications and oxygen bottles as a minimum; two weeks worth is even better.

Choose a cool, dark location for storage, such as a closet or "safety corner" in the garage. If you live in an apartment or have limited space, be innovative. Other possible storage locations include under the bed, under stairways, or even in a large box or plastic tub that can be covered with a table cloth and used as an end table.

Being prepared is one more form of insurance

FOOD:

- Use canned or foil-pouch food for easy storage and long shelf life. Choose ready-to-eat meat, fruits, and vegetables that your family likes. (A disaster is not the time to try new menu items: you're under enough stress!) Keep food fresh by checking dates and rotating items every year.
- Also recommended are canned or dried juice mixes; powdered or canned milk; high energy food (peanut butter, jelly, crackers, unsalted nuts, and trail mix); cereals, and rice.
- Store foods in packaging sizes appropriate to your needs to prevent having to store leftovers.
- Don't forget your pets. Store canned and dry pet food along with an animal carrier, extra collar and leash, medications, and a favorite toy. Check out options for boarding your pet *in advance*: pets are not allowed in most shelters.

WATER:

- Store one gallon per person, per day for at least three days. Don't forget pets. Use commercially bottled water (replace each year) or tap water in clean plastic bottles (replace every six months). Store water bottles in a cool, dark place.
- Purify water by boiling it for 3-5 minutes or by adding 16 drops of household liquid bleach containing 5.25% sodium hypochlorite per gallon of water. Do not use bleach that contains added scents or cleaners. Stir and let stand for 30 minutes before using.
- Learn how to remove the water from your water heater just in case you need it. Be sure to turn off the gas or electricity to the tank before draining water for emergency use. Also, shut the intake valve, to avoid contamination.

CRITICAL DOCUMENTS:

- Keep copies of critical documents, including prescriptions, vaccination records, birth certificates, insurance policies, and passwords. Send a set to a trusted friend or relative living outside the region.

OTHER ITEMS:

- | | | |
|--|---|--|
| <input type="checkbox"/> First aid kit | <input type="checkbox"/> Fire extinguisher | <input type="checkbox"/> Ax, shovel, broom |
| <input type="checkbox"/> Blankets | <input type="checkbox"/> Trash bags | <input type="checkbox"/> Pliers, wrench, pry bar |
| <input type="checkbox"/> Battery-powered clock | <input type="checkbox"/> Required medications | <input type="checkbox"/> Extra can opener |
| <input type="checkbox"/> Candles | <input type="checkbox"/> Extra eye glasses | <input type="checkbox"/> Household bleach |
| <input type="checkbox"/> Flashlights | <input type="checkbox"/> Hearing aid batteries | <input type="checkbox"/> Map of area |
| <input type="checkbox"/> Battery-powered radio | <input type="checkbox"/> Cook stove with fuel | <input type="checkbox"/> Diapers, baby formula |
| <input type="checkbox"/> Extra Batteries | <input type="checkbox"/> Heavy gloves | <input type="checkbox"/> Hygiene products |
| <input type="checkbox"/> Waterproof matches | <input type="checkbox"/> Duct tape | <input type="checkbox"/> Warm clothes for each |
| <input type="checkbox"/> Cash (quarters & small small bills) | <input type="checkbox"/> Sturdy shoes for each person | |

GET YOUR NEIGHBORS INVOLVED:

- Working through your neighborhood or homeowners' association, arrange to share more expensive equipment items such as chain saws, generators, and 4-wheel drive vehicles. (If there is no formal organization in your neighborhood, start with your immediate neighbors and expand from there).
- Start a "buddy squad" to check on neighbors who may require assistance during and after major events, such as extended power outages or winter storms. Don't forget children who are home alone.
- Turn your organizing efforts into a neighborhood social event, such as a block party. (Draw them in with food, then make your presentation).



TAKE 5



When an earthquake strikes:

DROP, COVER, AND HOLD ON!

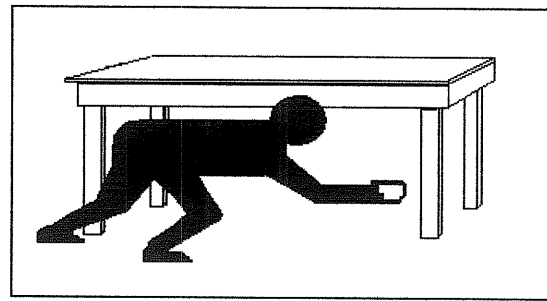
No matter where you are, knowing what to do when the earth shakes can significantly reduce your chance of injuries from falling debris.

Teach yourself and your family the following procedures and practice them so you are able to react automatically when an earthquake strikes.

When the shaking starts:

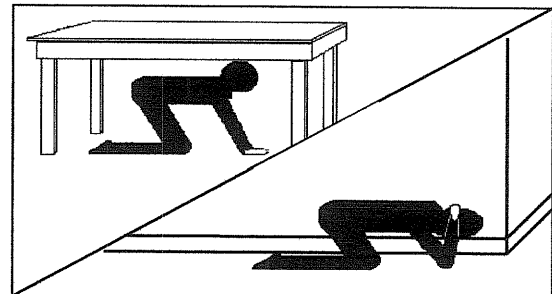
DROP

Drop to the floor.



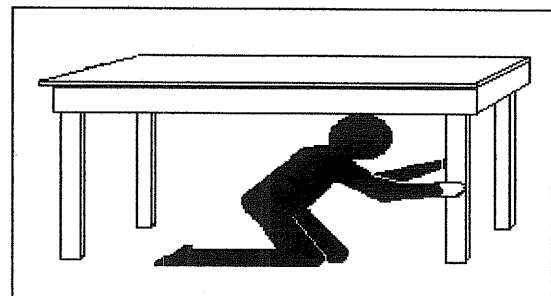
COVER

Take **COVER** under a sturdy desk, table or other furniture that is not likely to tip over. If that is not possible, seek **COVER** against an interior wall and protect your head with your arms. Avoid dangerous spots near windows, hanging objects, mirrors, and tall furniture.



HOLD ON

HOLD ON to the sturdy furniture you are using for protection, and be prepared to move with it. Hold the position until the ground stops shaking and it is safe to move.



Earthquake

DROP, COVER, & HOLD ON TIPS

Falling objects cause most earthquake-related injuries!

When you begin to feel an earthquake, **DROP** to the floor and get under a sturdy piece of furniture like a desk or table. Stay away from windows, bookcases, pictures and mirrors, hanging plants, and other heavy objects that may fall. Be aware of falling materials such as plaster, ceiling tiles, and bricks that may come loose during the quake. Stay under **COVER** until the shaking stops. **HOLD ON** to the desk or table that you're under and if it moves, move with it.

- If you are not near a table or desk, move against an interior wall, and protect your head with your arms. **Do not go into a doorway!** Not only can the shaking cause the door to swing shut forcefully, but many interior door frames are not load-bearing.
- HIGH-RISE BUILDINGS - Do not use the elevators and don't be surprised if the fire alarm and/or sprinkler systems come on.
- OUTDOORS - Move to a clear area away from buildings, poles, power lines, signs and trees.
- NEAR BUILDINGS - Be aware of falling bricks, glass, plaster, and other debris. Move away a distance of at least 1 ½ times the height of the building (collapse zone).
- DRIVING - Pull to the side of the road and stop. Avoid overpasses, power lines, and other hazards. Stay inside the vehicle until the shaking is over.
- STORE OR OTHER PUBLIC PLACE - **Do not rush for the exit.** Move away from shelves and displays that may fall over or contain objects that could fall, then drop, cover, and hold on.
- WHEELCHAIR - If you're in a wheelchair, stay in it. Move to cover, if possible (e.g., an interior wall), lock your wheels, and protect your head with your arms.
- KITCHEN - Move away from the refrigerator, stove, and overhead cupboards, then drop, cover, and hold on.
- THEATER OR STADIUM - If possible, get on the floor between the rows and cover your head with your arms, otherwise stay in your seat and protect your head with your arms. Do not try to leave until the shaking stops, then leave in a calm, orderly manner.

**AFTER AN EARTHQUAKE, BE PREPARED FOR AFTERSHOCKS, AND
PLAN WHERE YOU WILL TAKE COVER WHEN THEY OCCUR.**

TAKE 5



IT'S AN EMERGENCY! DO YOU KNOW WHERE YOUR FAMILY IS?



Your first concern during a disaster is likely to be the safety of your family members. If disaster strikes without warning during your normal, busy day, how will you find each other?

Advance preparations can help you check on your family more quickly during an emergency. Nothing else will matter until you know that everyone is safe.



Where would you look?

*Make a list, and
check it twice!*

Prepare **NOW**, while you have the time and can think clearly!

- Make a list of the most logical places to look for each family member (at home, at work, at school, at a friend's house).
- Consider all times of the day, routine schedules, and any favorite "hangouts." (For example, does your spouse stop at the gym before or after work? Is your son probably at his Boy Scout meeting?)
- Add co-workers, colleagues, neighbors, or school friends to your list.
- Collect the address and telephone number for each of those places. Don't forget about cell phones and pager numbers!
- Arrange them in a way that makes sense to you. Adapt and use the chart on the reverse of this flyer for your own use.
- Add an out-of-state family member or friend as your contact in case local telephone lines are down. Instruct all family members to call the out-of-state number to check in if they can't get through on a local telephone line.

You've made your list... what's next?

Make plenty of copies!

- Share copies with family members – everyone in your household, plus relatives that you see frequently.
- Keep a copy everywhere you might need it: at home, by the phone, in the car, at work, in your wallet, etc.
- Share the information with babysitters or other visitors to your home who may need to know.
- Talk about it! Discuss your plan with your family. Make sure they understand, in case they need to use it.
- Update it during your semi-annual smoke alarm test and set your clocks ahead/back.

Now that you're prepared, encourage others to do the same!

What if your employer needs to contact your family about you? Could they do it?

- Encourage your employer to adapt the chart on the reverse of this flyer for office use. (You could incorporate it into your employee safety program.)
- Devise a plan to keep the information current - it's only as good as the latest update!
- If your employer requires you to stay at work during a disaster, encourage them to dedicate a person to check on employees' families. You'll be more effective if you know everyone at home is okay!

FAMILY MEMBER LOCATOR CHART

Date: _____

Name

Parents Name: Address: Phone #1: Phone #2:	Home Address: Phone #1: Phone #2:	Spouse's Work Place Name: Address: Phone #1: Phone #2:
Spouse's Parents Name: Address: Phone #1: Phone #2:	Neighbor #1 Name: Address: Phone #1: Phone #2:	Child #1 Name: School/Work: Phone #1: Phone #2:
Sibling #1 Name: Address: Phone #1: Phone #2:	Neighbor #2 Name: Address: Phone #1: Phone #2:	Child #2 Name: School/Work: Phone #1: Phone #2:
Sibling #2 Name: Address: Phone #1: Phone #2:	Neighbor #3 Name: Address: Phone #1: Phone #2:	Child #3 Name: School/Work: Phone #1: Phone #2:
Spouse's Sibling Name: Address: Phone #1: Phone #2:	Out-of-State Contact Name: Address: Phone #1: Phone #2:	Child #4 Name: School/Work: Phone #1: Phone #2:

Notes:

Adapted From: "FIRE CHIEF"/October 1991



Taking it one step
at a time.

24

KILLER ON THE LOOSE!

How to reduce the risk of injuries and damage caused by earthquakes

Most injuries during an earthquake are caused by falling objects.

In the U.S.A., over 90% of earthquake damage is to building contents.

Non-structural mitigation can save lives and prevent damage.

Nonstructural: Building contents and components that are not part of the physical structure - in other words everything except the columns, floors, beams, load-bearing walls, etc. Typical examples of nonstructural elements of a building are: suspended ceilings, light fixtures, windows, doors, furniture, kitchen cabinets, computers, appliances, TVs, stereos, display cabinets, bookshelves, interior or exterior ornamentation, heating and air conditioning equipment, electrical systems, etc.

Mitigation: Actions carried out before, during, and after an emergency or disaster which are intended to reduce or eliminate the degree of risk or vulnerability to hazards present in the area.

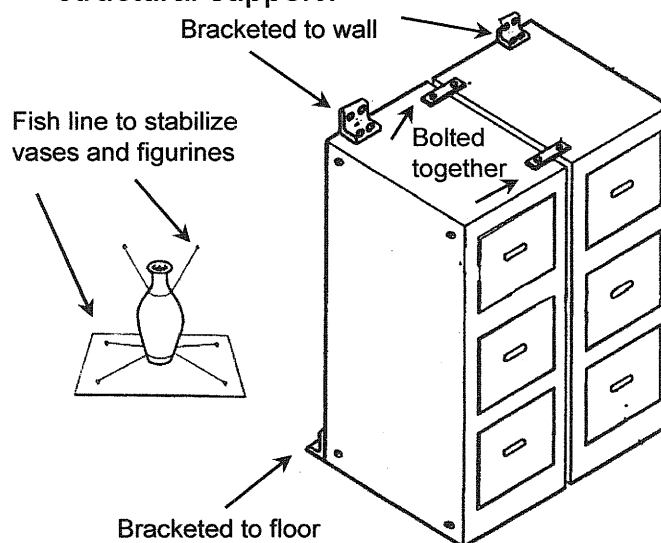
STEP 1. Identify the Hazards: The first step in reducing the risk of nonstructural damage is to do a hazard assessment. To do this, you need to determine what nonstructural risks are present in your home or workplace and assess what threat those risks pose.

At home:

- Are there heavy and/or tall items in your home that may move or fall over during an earthquake?
 - If these items moved or fell, would they block exit routes out of a room or out of your house?
 - Can these items be secured to structural support (i.e., wall studs)?
- Are hanging plants and light fixtures secured to prevent them from swinging free, breaking against walls or furniture, or breaking windows?
- Are gas appliances securely fastened in place (e.g., water heater and clothes dryer) so they won't pull the gas line connections apart?
- Are wall-mounted objects (clocks, pictures, mirrors, etc.) secured against falling?
- Are items on shelves and in display cabinets secured to prevent them from falling out?
- Is your house securely fastened to its foundation?

At work:

- Are items on shelves and in cabinets secured to prevent them from falling out?
- Are there items that no longer serve a useful function that can be removed?
- Are there incompatible chemicals stored together that should be moved to prevent mixing if the containers break?
- Are free-standing file cabinets, bookcases, and other tall pieces of furniture secured to structural support?

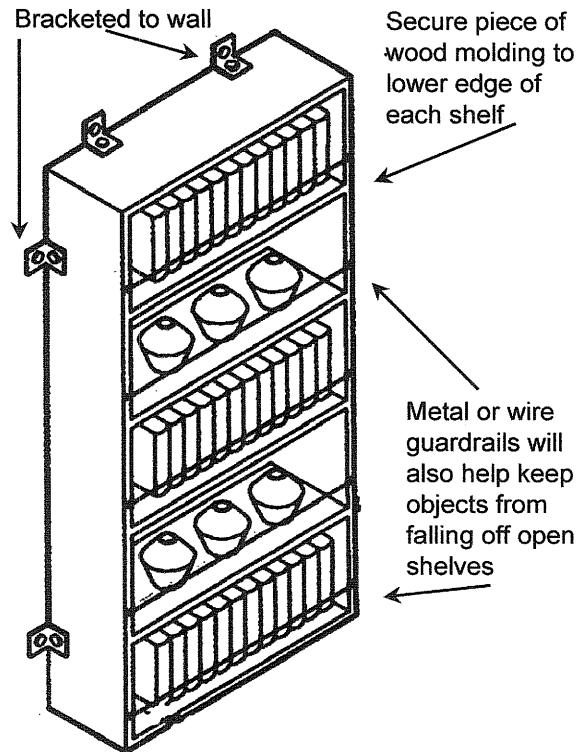


STEP 2. Once you've identified the hazards... Make your plan.

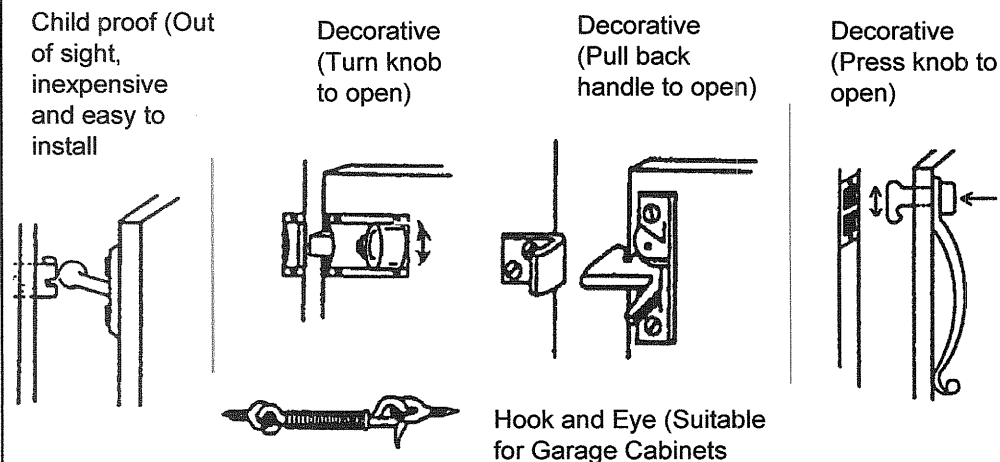
- Identify which mitigation activities will reduce the risks of damage and injury the most.
- Determine which activities can be accomplished at little or no cost (i.e., securing bookcases to walls, closed hooks for pictures and mirrors)
- Determine the best method for correcting larger problems (retrofit, remodel, or incremental upgrades).
- In the future consider purchasing only items that are considered "seismic-resistant." For example, file cabinets with strong latches on the drawers and wall or floor attachments.
- Routinely check any protective measures you have already taken to see that they are still effective.

Mitigation Activities:

- Bolt heavy, tall, upright furniture to wall studs
- Lock or remove rollers on beds, furniture, and appliances
- Secure hanging plants and light fixtures with one or more guy wires to prevent swinging into walls or windows and breaking
- Locate beds away from windows and heavy wall-mounted objects
- Secure kitchen and bathroom cabinets with "positive" (self-closing) latches
- Secure items on shelves with quake mats, Velcro™, earthquake putty, low shelf barrier, or other restraining devices
- Store heavy and/or breakable items on lower shelves
- Strap water heater and all gas appliances to wall studs
- Use flexible gas connections on gas appliances
- Check chimney for loose bricks and repair as needed
- Check foundation for cracks and repair as needed
- Bolt home to foundation to prevent shifting during an earthquake
- Secure mirrors and pictures to the wall or hang them with heavy wire, looped through eye screws or tongue-in-groove hangers
- For additional information on nonstructural mitigation activities contact your local Emergency Management Office



Types of positive catching latches for cabinets



Mirrors and Pictures

