



# YOUR FAMILY EMERGENCY PLAN

## PAST DISASTERS

### SUMMARY OF DISASTERS

#### SF BAY AREA (1950-2000)

Floods	81
Weather/Storm	37
Drought	16
Wildfires	12
Energy Shortage	11
Earthquakes	10
Agricultural Emergency	6
Civil Disturbance	3
Landslide	2

#### NAPA EARTHQUAKE September 2000

#### EL NIÑO September 2000

#### JANUARY FLOODS January 1997

#### EAST BAY HILLS FIRE October 1991

#### LOMA PRIETA QUAKE October 1989

Each year, we face situations that could change our lives forever.

## Why Create an Emergency Plan?

Disaster can strike quickly and without warning. It can force you to evacuate your neighborhood or confine you to your home. What would you do if basic services—water, gas, electricity or telephones—were cut off? Emergency responders and relief workers will be on the scene after a disaster, but they cannot reach everyone right away.

You, your family and friends will be best prepared to cope with disasters by preparing in advance, practicing what to do and working together as a team. Everyone should have a copy of their emergency plan and supply kits for work, school and home. Follow the steps listed in this booklet to create your and your family’s emergency plan.

**Your best protection is knowing and practicing what to do. Be able to take care of yourself and your family until help arrives. Don’t be caught off-guard!**



## THINGS TO KNOW

### FIRE EXTINGUISHERS

Fires in homes are most often caused by cooking accidents, smoking and unsafe use of woodstoves or space heaters. Buy A-B-C type fire extinguishers for your home. Put them in plain view. Make sure everyone knows how and when to use them.

**NOTE:** Extinguishers must be recharged after each use.

### SMOKE AND CARBON MONOXIDE ALARMS

Install smoke and carbon monoxide alarms inside and outside of all sleeping areas and on each level of your home.

**NOTE:** For those with visual or hearing impairments, consider installing alarms with strobe lights and vibrating pads.

### UTILITY SHUT-OFFS

Contact your local utility company for information on how and when to turn off your gas, electricity and water in an emergency.

### CPR & FIRST-AID

You never know when some basic first aid techniques could help. Take these classes at your local American Red Cross.

Be sure to complete all of the steps outlined in this plan.

## 3 Steps to Be Ready

### 1 GET INFORMED

Knowing your risks will help you better plan for them. Prepare a list of the hazards you are most likely to face and think about how they might affect you and your family. Here are some hazards to consider; you may have experienced some of them already.

#### NATURAL

- Flash floods
- Weather/Storms (heat wave, rain or snow storms, hail and lightening)
- Earthquakes
- Fires
- Mudslides, landslides and avalanches
- Tsunamis and storm surges
- Tornadoes, hurricanes and blizzards

#### TECHNOLOGICAL OR INTENTIONAL

- Power outages
- Spills or fumes from hazardous materials
- Terrorism
- Biological, chemical, radiological or nuclear incidents
- Unusual, widespread disease outbreaks (e.g. pandemic influenza)

Contact both your local emergency management office and American Red Cross chapter. Be prepared to take notes:

- ❑ Learn about your community's warning signals: what they sound like and what you should do when you hear them.
- ❑ Ask about animal care after disaster. Animals may not be allowed inside emergency shelters due to health regulations.
- ❑ Find out how to help elderly or disabled persons, if needed.
- ❑ Next, find out about the disaster plans at your workplace, your children's school or daycare center, and other places where your family spends time.

While most disasters cannot be avoided, there are things people can do to lessen the loss of life and property damage. Review the list of possible hazards or emergencies, possible results of each, and things you can do to be ready for each.

Remember, with almost all of them, there is the possibility of:

1. Gas and water leaks
2. Loss of gas, electricity (power)
3. Contaminated water
4. No phones and/or cellular phones
5. First-aid injuries, like scratches, cuts, etc.
6. Damage to and destruction of homes and businesses
7. Need to evacuate
8. Road, highway and bridge closures due to damage or debris
9. Death

Please review the list to familiarize yourself and your family with each type of hazard or emergency. More detailed information on and what to do before, during and after each can be found in 'Are You Ready? - An In-depth Guide to Citizen Preparedness' from the Department of Homeland Security's Federal Emergency Management Agency (FEMA). The full guide is free and available online at <http://www.fema.gov/areyouready/>.

List of hazards/emergencies, possible disaster-specific results, and things you can do to be ready for them.

### NATURAL DISASTERS

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Earthquake	A sudden, rapid shaking of the earth caused by the breaking and shifting of rock beneath the earth's surface.	Collapsing walls, falling objects, flying glass, getting trapped, exits blocked, landslides, tsunamis	<p>Prepare Your Home</p> <ul style="list-style-type: none"> <li>• Choose a safe place in every room to cover.</li> <li>• Use your out-of-town family contact emergency card.</li> <li>• Take a first aid class.</li> <li>• Learn how to use a fire extinguisher.</li> <li>• Tell your babysitters, caregivers, and schools of your plan.</li> </ul> <p>Eliminate Hazards</p> <ul style="list-style-type: none"> <li>• Bolt bookcase, cabinets and other tall furniture to wall studs.</li> <li>• Put latches (child-proof) on cabinet doors and cupboards.</li> <li>• Strap water heater to wall studs.</li> <li>• Learn how to turn off utilities.</li> </ul> <p>Assemble a Disaster Supply Kit for Home, Car and Office</p> <ul style="list-style-type: none"> <li>• Put together a first aid kit and essential medications.</li> <li>• Pack a 3-day supply of canned and non-perishable food for family members, pets and elderly. Don't forget a manual can opener.</li> <li>• Store 3 gallons of water per person per day for 3 days.</li> <li>• Include comfortable clothing, raincoats, sturdy shoes, and sleeping bags.</li> <li>• Have extra batteries on hand for flashlight and radio.</li> </ul> <p>Practice DROP, COVER, AND HOLD ON</p> <p>Know What To Do When Shaking Begins</p> <p>Know What To Do When Shaking Stops</p>

<sup>1</sup> Go to <http://www.fema.gov/areyouready/> for more information on protective measures for each type of hazard.

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Extreme Heat	Any condition in which a person is overexposed to heat or over-exercised for his or her age and physical condition causing heat related illnesses.	Dehydration  Heat Cramps (muscle pains and spasms)  Heat Exhaustion (heavy sweating, fatigue, dizziness, fainting, headaches)  Heat or Sun Stroke (life threatening, rapid heartbeat, shallow breathing)	<p>Tips to Stay Cool</p> <ul style="list-style-type: none"> <li>• Stay out of the sun.</li> <li>• Use sunscreen (at least SPF 15) when in the sun.</li> <li>• Drink plenty of water.</li> <li>• Do not drink alcoholic or caffeinated beverages.</li> <li>• Wear loose-fitting, lightweight and light-colored clothes that cover as much skin as possible.</li> <li>• Cover windows receiving morning or afternoon sun with drapes, shades, awnings, sheets or aluminum foil-covered cardboard.</li> <li>• Use fans or air-conditioning if possible. If not, consider spending the warmest part of the day in public buildings such as libraries or other community facilities.</li> <li>• Never leave children or pets alone in closed vehicles.</li> </ul>
Floods	Overflow of water onto land that is normally dry.	Drowning	<p>Before the Floods</p> <ul style="list-style-type: none"> <li>• Stock plywood, plastic sheeting, shovels and sandbags to build barriers to prevent flowing water from entering your home.</li> <li>• Buy a flood insurance policy; normally it takes 30 days before a new policy becomes effective.</li> <li>• Have battery-powered radio and extra batteries handy.</li> </ul> <p>During the Floods</p> <ul style="list-style-type: none"> <li>• Turn on KCBS 740 AM radio and follow emergency instructions.</li> <li>• Evacuate if instructed.</li> <li>• If unable to evacuate, get to a higher level. Take dry clothes, a flashlight, and your radio with you.</li> <li>• DO NOT try to swim to safety; wait for rescuers to come.</li> <li>• DO NOT walk or drive through flooded areas.</li> </ul>

<sup>1</sup> Go to <http://www.fema.gov/areyouready/> for more information on protective measures for each type of hazard.

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Household Fires	Small and large fires that break out in your home	Explosions  Difficulty breathing	<p>Before the Fires</p> <ul style="list-style-type: none"> <li>• Install smoke detectors in every room and replace the batteries every 6 months.</li> <li>• Keep a fire extinguisher in the house, within reach.</li> <li>• Learn to use a fire extinguisher to put out fires.</li> <li>• Learn and practice STOP, DROP and ROLL.</li> <li>• Know your escaping routes.</li> </ul> <p>During the Fires</p> <p>If your smoke detector goes off or if you see a fire, remain calm. DO NOT try to fight a major fire.</p> <ul style="list-style-type: none"> <li>• Call 911</li> <li>• If your clothes catch on fire, STOP, DROP and ROLL.</li> <li>• DO NOT stop to get anything.</li> <li>• If you are unable to get out: Stay near a window and close to the floor; close doors behind you; stay as close to the floor as possible; and signal for help.</li> </ul>
Landslides and Debris Flow	Masses of rock, mud or debris moving down a slope.	Quickly getting trapped	Keep an eye on changes in sloping landscape, such as leaning trees, new bulges at the bottom of a slope, new or widening cracks in plaster, tile, brick or foundations and fallen rocks.

<sup>1</sup>Go to <http://www.fema.gov/areyouready/> for more information on protective measures for each type of hazard.

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Thunderstorms and Lightning	<p>Thunderstorm - a violent storm of thunder and lightning often accompanied by heavy rain and sometimes hail.</p> <p>Lightning – a buildup and release of electrical energy from a cloud toward the ground.</p>	<p>Fires (lightning)</p> <p>Flash floods</p> <p>Getting struck by lightning</p> <p>Hailstorms</p> <p>Strong winds</p> <p>Falling trees and power lines</p> <p>Flying objects</p> <p>Tornadoes</p>	<p>Before the Storm</p> <ul style="list-style-type: none"> <li>Remove dead or rotting trees and branches that could fall and cause injury or damage.</li> </ul> <p>In A Thunderstorm</p> <ul style="list-style-type: none"> <li>Remember the 30/30 lightning safety rule: Go indoors if, after seeing lightning, you cannot count to 30 before hearing thunder. Stay indoors for 30 minutes after hearing the last clap of thunder.</li> <li>AVOID trees.</li> <li>AVOID handling metal, electrical equipment, television, telephones, bathtubs, water faucets and sinks</li> <li>Use cordless and cellular phones only for emergencies. These telephones are safe to use.</li> </ul>
Tsunamis	A series of enormous, fast moving waves.	<p>Strong winds</p> <p>Falling trees and power lines</p> <p>Flying objects</p> <p>Severe floods</p>	<ul style="list-style-type: none"> <li>Be familiar with the tsunami warning signs: <ul style="list-style-type: none"> <li>- A strong earthquake lasting 20 seconds or more near the coast may generate a tsunami.</li> <li>- A noticeable rapid rise or fall in waters is a sign that tsunami is approaching.</li> </ul> </li> <li>Know how to get quickly inland to higher ground.</li> <li>Evacuate if instructed.</li> </ul>
Wildfires	A raging, rapidly spreading fire, commonly occurring in areas with dry vegetation.	<p>Poor air quality</p> <p>Landslides</p> <p>Mudslides</p> <p>Floods</p>	<ul style="list-style-type: none"> <li>Learn how to put out fires quickly and completely.</li> <li>Install smoke detectors inside and outside of every bedroom and on every level of your home.</li> <li>Check for fire hazards around your home.</li> <li>Thin trees and brush, stack firewood and store flammable materials, liquids and solvents in metal containers at least 30 feet away from your home.</li> </ul>

<sup>1</sup>Go to <http://www.fema.gov/areyouready/> for more information on protective measures for each type of hazard.

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Winter Storms and Extreme Cold		Business and school closures  Freezing temperatures  Frozen water pipes	Things You Can Do Yourself <ul style="list-style-type: none"> <li>• Caulk and weather-strip doors and windows.</li> <li>• Use fireplaces and heaters.</li> <li>• Close off all unused rooms to conserve heat and fuel.</li> <li>• If outdoors, wear layers, cover your mouth, avoid overexertion and keep dry.</li> <li>• Make sure small children and elderly stay warm.</li> </ul>

<sup>1</sup> Go to <http://www.fema.gov/areyouready/> for more information on protective measures for each type of hazard.

## INTENTIONAL DISASTERS

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Biological Incidents	Bacteria or viruses, or toxins that can kill or incapacitate people, animals, plants/crops or the environment.	<p>Immediate or delayed illness</p> <p>Water, food supplies, crops, animals, and the environment will be contaminated</p> <p>Shelter-in-place</p>	<ul style="list-style-type: none"> <li>• Be sure all your required immunizations are up to date.</li> <li>• Practice good hygiene, e.g., wash your hands often with soap and water.</li> <li>• If an incident occurs, follow instructions carefully.</li> <li>• Seek medical attention if needed.</li> </ul>
Hazardous Materials Incidents (spills or fumes)	A release or misuse of chemical substances that causes a threat to the environment or human health.	<p>Serious injury</p> <p>Long-lasting health effects</p> <p>Contamination or destruction of water supplies, food crops, animals, and the environment</p> <p>Road closures</p> <p>Shelter-In-Place</p>	<p>Hazardous materials are transported on our roads, railways and highways, and by plane. They can also be found in our cities and in your home – cleaning agents and disinfectants, bleach, sprays, polishes, bug sprays, lighter fluid, oil, gas, etc.</p> <ul style="list-style-type: none"> <li>• Many hazardous materials are odorless and tasteless.</li> <li>• Some cause physical reactions such as watery eyes, nausea and vomiting.</li> <li>• Keep poisonous materials in their original containers and away from children and pets.</li> <li>• Know what to do if you are asked to Shelter-In-Place.</li> </ul>

<sup>1</sup> Go to <http://www.fema.gov/areyouready/> for more information on protective measures for each type of hazard.

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>1</sup>
Nuclear Power Plants	A location where power, especially electricity, is generated from nuclear fission or fusion.	<p>Release of radioactive materials in a cloud or plume</p> <p>Serious illness or death</p> <p>Water, food supplies, crops, animals, and the environment will be contaminated</p> <p>Shelter-in-place</p>	<p>How To Protect Yourself</p> <ul style="list-style-type: none"> <li>• Stay away or get out from the source of radiation.</li> <li>• If an incident occurs, follow Shelter-In-Place instructions: stay in doors; close all windows and doors; turn off fans, heating and air condition systems.</li> <li>• Turn on KCBS 740 AM radio to get evacuation instructions.</li> <li>• If exposed to radiation, you should immediately: Remove clothes and shoes; put exposed clothing in a plastic bag; seal the bag and place it out of the way; take a thorough shower.</li> <li>• Seek medical attention as soon as possible.</li> </ul>
Radiation Incidents	Energy released from light, heat, sound, and charged particles can cause direct or indirect damage to the body.	<p>Nausea, vomiting, headache, diarrhea, loss of hair and teeth, anemia</p> <p>Long –lasting health effects</p> <p>Infertility</p> <p>Cancer</p> <p>Death</p> <p>Water, food supplies, crops, animals, and the environment will be contaminated</p> <p>Shelter-in-place</p>	<p>Steps to Reduce Your Exposure</p> <ul style="list-style-type: none"> <li>• Move away from the source of radiation immediately.</li> <li>• If you are outside: Go inside; close and seal your windows and doors; turn off any ventilation.</li> <li>• If the event is indoors, get out of the building or follow instructions for Shelter-In-Place.</li> <li>• If exposed to radiation: Remove clothes and shoes; put exposed clothing in a plastic bag; seal the bag and place it out of the way; take a thorough shower.</li> <li>• Seek medical attention as soon as possible.</li> <li>• Turn on KCBS 740 AM radio to get evacuation instructions.</li> </ul>

Type of Hazards/ Emergencies	What Is It?	What Can Happen?	What Can I Do To Be Ready? <sup>2</sup>
Terrorism	Use of force, violence and intimidation to create fear and destruction against people or property.	Fear Disruption of normal daily activities Shelter-in-place	<p>Know the Facts and Be Responsible</p> <ul style="list-style-type: none"> <li>• Do not spread rumors.</li> <li>• Stay calm and informed.</li> <li>• Turn on KCBS 740 AM radio to get updated information and instructions for Shelter-In-Place.</li> <li>• Be aware of your surroundings.</li> <li>• Notify police if you see or hear something suspicious or see unattended packages in public areas.</li> <li>• Know where emergency exits are located in your buildings.</li> <li>• If an incident occurs, follow evacuation instructions carefully.</li> </ul>

**HERE'S A TIP...****INSURANCE**

Does your insurance policy cover all the risks you have identified? Call your agent if you have doubts.

**PRACTICE**

In case you have to leave your home quickly, each family member should know what to do, step-by-step, without hesitation. Practice your plan at least once a year, especially if you have young children.

**GAS FOR YOUR CAR**

Always keep your gas tank at least half full, especially in the winter months. In an emergency, there may not be time to get gas.

**PRESCRIPTIONS**

Make copies of all your prescriptions and keep a minimum one-week supply of medications in your emergency kit.

**BUDDY SYSTEM**

Have a neighbor, friend or relative be your "buddy". A buddy alerts you to a possible danger. Keep their phone number handy.

**OUT-OF-AREA CONTACT**

Pick someone who is unlikely to be affected the same event as you – such as a person who lives out of state - to be a point of contact if you and your family are separated.

**2 DEVELOP A PLAN**

More than likely, family members will be separate from one another when a disaster occurs, a real possibility during the day when adults are at work and children are at school.

Have a plan for getting back together.

- ❑ Ask an out-of-area relative or friend to serve as the "family contact." After a disaster, it's often easier to call long distance.
- ❑ Make sure everyone knows the name, address, and phone number of this contact person.
- ❑ Make sure all family members know how to respond to each type of hazard you identified as a risk for you and your family.
- ❑ Teach children how and when to call 9-1-1, police or fire department.
- ❑ Make sure everyone knows which radio station to tune to for emergency information.

Everyone in your family, especially kids, should know what each person will do in an emergency. Your child must understand the reasons for your not calling or immediately going to their school.

During an emergency, turn to KCBS 740 AM for situation and damage reports. Phone lines must be kept open, especially at schools, for emergency communications. Roads must be kept clear for emergency vehicles, disaster service workers, and emergency volunteers to get around.

Be part of a phone tree at your work and with your child's school. Arrange pick-up permission for your elementary or middle school child.


## Emergency Contact Information

Please post the contact information sheet in an easily accessible area in your home and ensure that all household members know where it is located.

EMERGENCY RESPONSE PLAN			
HOUSEHOLD EMERGENCY INFORMATION			
Name		Name	
Date of Birth / SSN		Date of Birth / SSN	
Business or School Evacuation Location		Business or School Evacuation Location	
Medical Information or Conditions		Medical Information or Conditions	
Blood Type		Blood Type	
Work, School or Other Address and Phone #s		Work, School or Other Address and Phone #s	
<b>MEDICAL/INSURANCE INFORMATION</b>	<b>NAME</b>	<b>PHONE #</b>	<b>POLICY #</b>
Doctor(s)			
Other			
Pharmacist			
Medical Insurance			
Home Owners/Rental Ins.			
<b>FIRE STATION #</b>	<b>POLICE PRECINCT #</b>	<b>LOCAL UTILITY COMPANY #</b>	<b>WATER UTILITY DISTRICT #</b>

## Emergency Contact Information (continued)

In the event of an emergency, this card can be pulled out and all contact information, addresses, and phone numbers will be at your fingertips. Once the cards are completed, a copy should be given to each family member to carry with them at all times.



HOUSEHOLD DISASTER PLAN – LOCAL	
Home Meeting Address	
Home Meeting Phone #	
Neighborhood Meeting Address	
Neighborhood Meeting Phone #	

HOUSEHOLD DISASTER PLAN – LOCAL	
Home Meeting Address	
Home Meeting Phone #	
Neighborhood Meeting Address	
Neighborhood Meeting Phone #	

HOUSEHOLD DISASTER PLAN – OUT-OF-STATE	
Out of State Contact Name	
Contact Address	
Contact Phone #	
Other Information	

HOUSEHOLD DISASTER PLAN – OUT-OF-STATE	
Out of State Contact Name	
Contact Address	
Contact Phone #	
Other Information	

EARTHQUAKE SAFE PLACES	
Bedroom	
Bedroom	
Bedroom	
Dining Room	
Living Room	
Kitchen	
Other Room	

EARTHQUAKE SAFE PLACES	
Bedroom	
Bedroom	
Bedroom	
Dining Room	
Living Room	
Kitchen	
Other Room	

### 3 PUT TOGETHER EMERGENCY SUPPLY KITS

#### First Aid Kit

##### For Your Home, Your Car and Your Office

- |   |   |
|---|---|
| <input type="checkbox"/> Adhesive bandages in assorted sizes  | <input type="checkbox"/> Safety pins, needles in assorted sizes   |
| <input type="checkbox"/> Sterile dressings to stop bleeding   | <input type="checkbox"/> Moistened towelettes, wet wipes  |
| <input type="checkbox"/> Cleansing agent/soap and antibiotic  | <input type="checkbox"/> 2 pairs of disposable gloves   |
| <input type="checkbox"/> Antibiotic ointment to prevent infection   | <input type="checkbox"/> Thermometer  |
| <input type="checkbox"/> Burn ointment  | <input type="checkbox"/> Sunscreen  |
| <input type="checkbox"/> Eye wash solution to flush out the eyes  | <input type="checkbox"/> Tweezers   |
| <input type="checkbox"/> Scissors   | <input type="checkbox"/> Face masks/dust masks  |
| <input type="checkbox"/> Prescribed medical supplies, i.e.:<br>glucose monitoring equipment or<br>blood pressure monitors | <input type="checkbox"/> Over-the-counter medicines: aspirin<br>or other pain reliever, laxative, anti-<br>acid, anti-diarrhea medication |
| <input type="checkbox"/> Prescription medications taken every<br>day: insulin, heart medicine, asthma<br>inhaler          |   |

#### Water

- Store one gallon of water per person (or pet) per day.
- Store water in plastic containers, such as soft drink bottles. Avoid using containers that may break, such as glass bottles.

#### Food

**Select foods that require no refrigeration, preparation or cooking and little or no water. Select food items that are compact and lightweight. Most importantly, select foods that you and your family like.**

- Ready-to-eat canned meats, fruits, and vegetables
- Canned juices, milk, soup
- High energy foods, such as peanut butter, jelly, crackers, granola bars, trail mix

- Special food for infants, elderly persons, or persons on special diets
- Comfort food, such as cookies, candy, etc.

## Emergency Supply

Store enough supplies for at least 3 days. Essential supplies should be stored in an easy to carry container such as a backpack or duffle bag.

### For Your Home

- Water –1 gallon per person per day. Store water in sealed, unbreakable containers. Write the storage date on each bottle. Replace water every six months.
- Water purification kit
- First Aid kit and prescription medications
- Food – a supply of non-perishable packaged or canned foods
- Non-electric can opener and knife
- A whistle
- Battery powered radio or television
- Flashlight and extra batteries
- Blankets or sleeping bags for each household member
- Extra clothing for each household member including sturdy shoes and jacket
- Extra pair of glasses
- Cash (\$20-100 small bills)
- Extra set of car keys and house keys
- Fire extinguisher
- List of contact names and phone numbers
- Copies of important documents (birth certificates, licenses, insurance policies)
- Special items for infants, elderly or disabled family members (infant formula, disposable diapers, medications, etc.).
- Food, water and leash or carrier for pets
- Personal hygiene items
- Telephone card or quarters for the phone
- All purpose knife/disposable eating utensils/paper plates/cups/etc.
- Other useful items: string, plastic tape, hand sanitizer, paper, pens, playing cards, good book, entertainment materials for children.

### For Your Car

- Water –1 gallon per person per day. Store water in sealed, unbreakable containers. Write the storage date on each bottle. Replace water every six months.
- First Aid kit
- Extra pair of glasses
- Non-perishable packaged or canned foods

- A non-electric can opener
- Flares
- Flashlight and extra batteries
- Portable radio and extra batteries
- Blanket or sleeping bag
- Extra clothing including sturdy shoes and jacket
- Gloves – sturdy and warm, preferably vinyl or leather
- Ziplock bags, toilet tissue, paper towels
- Trash bags for sanitation and garbage purposes

### For Your Office

- Water –1 gallon per person per day. Store water in sealed, unbreakable containers. Write the storage date on each bottle. Replace water every six months.
- First Aid kit
- Flashlight and extra batteries
- Portable radio and extra batteries
- Heavy gloves (such as gardening gloves)
- Non-perishable packaged or canned foods
- A non-electric can opener
- Personal Hygiene
- Hand sanitizer
- Toilet tissue and towlettes
- Toothbrush, toothpaste and dental floss
- Extra pair of eyeglasses
- Trash bags for sanitation and garbage purposes

### Pet Supplies Kit

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> Food        | <input type="checkbox"/> Tags                    |
| <input type="checkbox"/> Water       | <input type="checkbox"/> Litter Box              |
| <input type="checkbox"/> Medications | <input type="checkbox"/> Vaccination information |
| <input type="checkbox"/> Leash       | <input type="checkbox"/> Toys                    |

### Special Items

- |  |  |
|--|--|
| <input type="checkbox"/> Formula           | <input type="checkbox"/> Contact lenses and supplies                 |
| <input type="checkbox"/> Diapers           | <input type="checkbox"/> Extra eye glasses                           |
| <input type="checkbox"/> Toys for children | <input type="checkbox"/> Entertainment – deck of cards/books/puzzles |

## 4 Things You Can Do for a Senior/Elderly

- Create a Buddy List and Communication Tree
- Give a Disaster Preparedness Kit
- Give a First Aid Kit
- Review Do's & Don'ts for a disaster

## Important Family Documents

**Keep these records in a waterproof, portable container**

- Wills, insurance policies, contracts, deeds, stocks and bonds
- Passports, social security cards, immunizations records
- Bank account numbers
- Credit card account numbers and companies
- Inventory of valuable household goods, important telephone numbers
- Family records (birth, marriage, death certificates)

## WHERE TO GET YOUR DISASTER SUPPLIES

### **Disaster Specialty Stores:**

Nonperishable Food\*  
Nonperishable Water\*  
Mylar blankets  
Flashlights  
Light Sticks  
Emergency Radios  
Whistles  
First Aid Kits  
Rain gear

### **Hardware Stores:**

Dust/Face Masks  
Flashlights  
Batteries  
Pocketknives  
Duct Tape  
Garbage Bags  
First Aid Kits  
Emergency Radios  
Light Sticks  
Bandanas

### **Sporting/ Camping Stores:**

Nonperishable Food\*  
Whistles  
Mylar blankets  
Batteries  
Flashlights  
Light Sticks  
Bandanas  
Emergency Radios  
Rain gear

### **Groceries/ Pharmacies/General:**

Food  
Plastic-bottled Water  
Batteries  
Flashlights  
Toilet Paper/ Tissue  
Garbage Bags  
Sealable Sandwich Bags  
Extra Medication  
First Aid Kits  
Bandanas

\* There is no such thing as truly non-perishable food or water. This term refers to exceptionally long shelf-lives, typically about five years.

## LOCAL ONLINE RESOURCES

- **American Red Cross:** [www.prepare.org](http://www.prepare.org) or [www.redcross.org](http://www.redcross.org)  
Information on all kinds of disasters, first aid training, and disaster preparedness classes in eight languages.
- **Collaborating Agencies Responding to Disasters (CARD):**  
<http://www.firstvictims.org/resources.html>  
This is an emergency preparedness and disaster response resource for nonprofits and community agencies serving people with special needs - people who are often the First Victims in any disaster.
- **Citizens of Oakland Response Agencies (CORE):**  
[http://www.oaklandnet.com/fire/core/fire\\_fund\\_pr.html](http://www.oaklandnet.com/fire/core/fire_fund_pr.html)  
The CORE program provides free, community-based training to Oakland residents on disaster prevention, preparedness and response training.
- **Community Emergency Response Team (CERT) Program:**  
<http://www.ci.alameda.ca.us/fire/cert.html>  
The Community Emergency Response Team (CERT) program provides training to Alameda residents and employees of Alameda businesses to increase self-sufficiency in a disaster.
- **Neighborhood Emergency Response Team:** [http://www.sfgov.org/site/sfnert\\_index.asp](http://www.sfgov.org/site/sfnert_index.asp)  
The San Francisco Fire Department provides free training in disaster and emergency response, teaching San Francisco residents to be self sufficient in a major disaster. You'll learn hands-on disaster skills that will you as a member of an emergency response team.
- **Office of Emergency Services, City of Berkeley:** <http://www.ci.berkeley.ca.us/fire/oes.html>  
The Office offers free training in emergency preparedness to anyone who lives or works in Berkeley.
- **San Francisco Office of Emergency Services:** [www.72hours.org](http://www.72hours.org)  
Information on all kind of disasters, first aid training, and disaster preparedness classes in three languages.
- **Quakeinfo.org:** <http://www.quakeinfo.org/>  
Tips and solutions on making your home safe.