

Shelton Police Department



Emergency Planning

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2008



EMERGENCY PLANNING



In a major disaster, it might be several days before vital services are restored.








Imagine that you have no electricity, no gas, no water and no telephone service. Imagine that all the businesses are closed and you are without any kind of emergency services. What will you do until help arrives? To prepare, you should have a PLAN and a DISASTER KIT.

EMERGENCY PLANNING

HAVE A PLAN

After a major disaster, it is unlikely that emergency response services will be able to immediately respond to everyone's needs, so it's important to be prepared to take care of yourself and your family. Plan to be on your own for at least the first 72 hours.

The following steps will help you prepare for any emergency:

-  **Designate an out-of-area contact person.** Try to select someone that is far enough away to not be affected by the same emergency. Provide this person with the names and contact information of the people you want to keep informed of your situation. Instruct family members to call this person and tell them where they are. Long distance phone service is often restored sooner than local service.
-  **Duplicate important documents and keep copies off-site,** either in a safety deposit box or with someone you trust. Documents may include: passport, drivers license, social security card, wills, deeds, financial statements, insurance information, marriage license and prescriptions.
-  **Inventory valuables, in writing and with photographs or video.** Keep copies of this information off-site with your other important documents.
-  **Make a household/family plan.** Involve all key people in planning.
-  **Make your home safe.**
-  **Put together a disaster supply kit.** Plan to have supplies for yourself and your family for at least 3 days following a disaster.
-  **When planning, consider the special needs of children, seniors or people with disabilities, and pets.**



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DISASTER KIT

After a major disaster the usual services we take for granted, such as running water, refrigeration, and telephones, may be unavailable. Experts recommend that you should be prepared to be self-sufficient for at least three days. Store your household disaster kit in an easily accessible location. Put contents in a large, watertight container (e.g. a large plastic garbage can with a lid and wheels) that you can move easily.

Your basic emergency kit should include:

- **Water** – one gallon per person per day
- **Food** – ready to eat or requiring minimal water
- Manual can opener and other cooking supplies
- Plates, utensils and other feeding supplies
- **First Aid kit** & instructions
- A copy of important documents & phone numbers
- Warm clothes and rain gear for each family member.
- Heavy work gloves
- Disposable camera
- Unscented liquid household bleach and an eyedropper for **water purification**
- Personal hygiene items including toilet paper, feminine supplies, hand sanitizer and soap
- Plastic sheeting, duct tape and utility knife for covering broken windows
- Tools such as a crowbar, hammer & nails, staple gun, adjustable wrench and bungee cords.
- Blanket or sleeping bag
- Large heavy duty plastic bags and a plastic bucket for waste and sanitation
- Any special-needs items for **children, seniors or people with disabilities**. Don't forget water and supplies for your **pets**.

“Go-Bag”

A component of your disaster kit is your **Go-bag**. Put the following items together in a backpack or another easy to carry container in case you must evacuate quickly. Prepare one Go-bag for each family member and make sure each has an I.D. tag. You may not be at home when an emergency strikes so keep some

additional supplies in your car and at work, considering what you would need for your immediate safety.

- Flashlight
- Radio – battery operated
- Batteries
- Whistle
- Dust mask
- Pocket knife
- Emergency cash in small denominations and quarters for phone calls
- Sturdy shoes, a change of clothes, and a warm hat
- Local map
- Some water and food
- Permanent marker, paper and tape
- Photos of family members and pets for re-identification purposes
- List of emergency point-of -contact phone numbers
- List of allergies to any drug (especially antibiotics) or food
- Copy of health insurance and identification cards
- Extra prescription eye glasses, hearing aid or other vital personal items
- Prescription medications and first aid supplies
- Toothbrush and toothpaste
- Extra keys to your house and vehicle











Any special-needs items for **children, seniors or people with disabilities**. Don't forget to make a Go-bag for your **pets**.



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HOME SAFETY

During a disaster, ordinary objects in your home can cause injury or damage. Here are simple steps you can take to make your home safer:












-  Install smoke detectors on each level of your home and change batteries every 6 months.
-  Move beds away from windows.
-  Clear hallways and exits for easy evacuation.
-  Keep a fire extinguisher on each level and know how and when to use them.
-  Strap down your water heater and fit all gas appliances with a flexible gas supply line.
-  Store flammable or highly reactive chemicals (such as bleach, ammonia, paint thinners) securely and separate from each other.
-  Secure pictures and wall hangings and use restraints to secure heavy items such as bookcases and file cabinets.
-  Know how and when to switch off your utilities.
-  Ensure that all window safety bars have emergency releases.
-  Be sure your home number is visible from the street so emergency vehicles can find you.



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FAMILY PLAN










Talk with your family about potential disasters and why it is necessary to prepare. Involve each member of your family in the planning process.

-  Make sure everyone knows where to find your disaster supply kit and Go-bags.
-  Have a flashlight and a pair of shoes under each person's bed in case there is an earthquake during the night. Use a plastic bag tied to the leg of the bed to keep these items from moving during an earthquake.
-  Plan where to meet after a disaster if your home becomes unsafe.
-  Choose two places, one just outside your home and one outside your neighborhood, in case you are told to evacuate. Be sure your gas tank is always at least half full.
-  Determine the best escape routes from your home. Try to identify two escape routes.
-  Make sure each household member knows the name and address of your family's out of state contact.
-  Make sure all household members know when and how to turn off the utilities.
-  Practice your evacuation routes stop, drop, and roll drills.
-  Teach each member of your household how to use a fire extinguisher.
-  Create emergency response cards for everyone in your family.
-  Take into account the special needs of children, seniors, people with disabilities, family members who don't speak English and pets.



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PREPARING CHILDREN







-  Teach your children their basic personal information so they can identify themselves and get help if they become separated from a parent or guardian. Prepare an emergency card with information for each child, including his/her full name, address, phone number, parent's work number and out of state contact.
-  Know the policies of the school or daycare center your children attend.
-  Make plans to have someone pick them up if you are unable.
-  Keep your child's school updated with current emergency contact information.
-  Make sure each child knows your family's alternate meeting sites and out-of-state contact person.
-  Teach children to dial their home telephone number and 9-1-1.
-  Teach children what gas smells like and advise them to tell an adult if they smell gas.
-  Warn children never to touch wires on poles or lying on the ground.
-  Role-play with children to help them remain calm in emergencies and to practice basic emergency responses such as evacuation routes and Stop, Drop & Roll.



EMERGENCY PLANNING



PHONES












-  Plan for how you will communicate with loved ones after a disaster.
-  Long-distance phone lines often work before local phone lines, so identify an out-of-state contact and provide this person with the contact information of people you want to keep informed of your situation. Share this information with your family and friends locally.
-  Avoid making non-urgent phone calls after a disaster. Even if phone lines are un-damaged, increased phone traffic can jam phone circuits.
-  Do not count on your cell phone. Increased traffic on cell phone networks can quickly overload wireless capacity. Record an outgoing message on your voicemail so that callers can be re-assured of your safety status.
-  Keep coins in your go-bag. Payphones are more likely to work before cell phones.
-  Cordless phones or phone systems require electricity, so make sure you have a backup phone that requires no electricity.



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FIRST AID

In any emergency, you or a family member may be cut, burned or suffer other injuries. Keep the following basic first aid supplies so you are prepared to help when someone is hurt:





-  Two pairs of disposable gloves
-  Sterile dressings to stop bleeding
-  Anti-bacterial soap and antibiotic towelettes to disinfect
-  Antibiotic ointment to prevent infection
-  Burn ointment
-  Adhesive bandages in a variety of sizes
-  Eye wash solution to flush the eyes or as a general decontaminant
-  Scissors
-  Over the counter medicines such as Aspirin or other pain reliever, laxative, anti-diarrhea medication
-  Prescription medications you take every day such as insulin, heart medicine, or an asthma inhaler
-  Prescribed medical supplies such as glucose monitoring equipment or blood pressure monitors







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TIPS FOR YOUR PETS




Most disaster shelters cannot accept pets because of health and safety regulations. Service animals for people with disabilities are an exception.

-  Arrange for a neighbor to check on your pets and take care of them if a disaster occurs while you are not at home.
-  Plan ahead for a friend or relative outside the affected area to shelter your animals if necessary.
-  Check with your local veterinarian for possible boarding availability.
-  Keep your pet's ID tags up to date. Consider having your pet micro-chipped.

Make a disaster Go-bag for each of your pets, include the following:

-  Sturdy leashes and/or carriers to transport pets. Animal shelters may require owners to provide a pet carrier for each animal.
-  Current photos of your pets in case they get lost.
-  Food and potable water for at least one week. Bowls, cat litter and pan, plastic bags, can opener and pet toys. These items may not be immediately available in animal shelters.
-  Information on feeding schedules, medical conditions, behavior problems, immunization records and the name and number of your veterinarian in case you have to board your pets.

Other tips:

-  Bring all pets into the house so that you won't have to search for them if you have to leave in a hurry.
-  Animals react differently under stress. Outside your home and in the car, keep dogs securely leashed. Transport cats in carriers. The most trustworthy pets may panic, hide, and try to escape or even bite or scratch.
-  When you return home, give your pets time to settle back into their routines. Consult your veterinarian if any behavioral problems persist.

