

**Fill this out** – Put a copy with your emergency kit.

Doctors: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pharmacist: \_\_\_\_\_  
\_\_\_\_\_

Medical Insurance: \_\_\_\_\_

Homeowners Ins: \_\_\_\_\_

Police (non-emergency): \_\_\_\_\_  
\_\_\_\_\_

Fire (non-emergency): \_\_\_\_\_  
\_\_\_\_\_

**In-State Contact**

Name: \_\_\_\_\_  
Telephone(s): \_\_\_\_\_  
Email: \_\_\_\_\_

Name: \_\_\_\_\_  
Telephone(s): \_\_\_\_\_  
Email: \_\_\_\_\_

**Out-of-State Contact**

Name: \_\_\_\_\_  
Telephone(s): \_\_\_\_\_  
Email: \_\_\_\_\_

**Items for your Go Bag**

**List of emergency contacts, including a phone number for an out-of-state contact**

**Three-day supply of medications and copies of your prescriptions**

**List of personal medical information and medications, including any drug and/or food allergies**

**Bottle of water**

**Snacks (that will not spoil)**

**Flashlight**

**Extra batteries (for flashlight, hearing aids, etc.)**

**First Aid kit**

**Whistle, horn, beeper or other device to signal for help**

**Photocopy of personal identification**

**List of model and serial numbers of any personal assistance equipment (pacemakers, hearing aids, communication devices, scooter, wheelchair, batteries, etc.)**

**Assistive items needed for eating or drinking (straws, spoons)**

**Items you may want to add to your Go Bag**

**Pictures of your family/friends to have with you if you must be away from home**

**Personal memento/comfort item (book, favorite gift)**

**Extra pair of glasses or contact lenses (with cleaning solution)**

**Small battery-powered radio with extra batteries**

**Dusk mask**

**Protective goggles**

**Small amount of cash, including coins**

**Extra set of keys to house, mailbox, etc.**

**Personal hygiene and toileting products**

**Moist towelettes and assorted sizes of re-sealable plastic zipper bags for storing food, etc.**

**Change of socks and undergarments**

**Any other item needed on a daily basis**

***Mark your calendar to remind you to check your Go Bag every six months. Replace your medications and snacks with fresh supplies. Check batteries in flashlight, radio, etc. and extra batteries to be sure they are still good.***

**COMMUNICATION PLAN**

You may not be with your family or support people when disaster happens, so plan how you will contact one another and practice what you will do in different situations.

**Fill this out** – Put a copy with your emergency kit. Where to go in an emergency? Write down where you spend most of your time, work, and other places you go. Then write the evacuation location for each of these places.

**Home**

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

**Neighborhood Evacuation**

Location: \_\_\_\_\_

**Regional Evacuation**

Location: \_\_\_\_\_

**Another place you go**

Name of place: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**Another place you go**

Name of place: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

## FIRST AID KIT

- Band-Aids in different sizes
- 2-inch sterile gauze pads (4-6)
- 4-inch sterile gauze pads (4-6)
- First aid adhesive tape
- 2-inch roller bandages (3 rolls)
- 3-inch roller bandages (3 rolls)
- Vaseline
- Different sizes of safety pins
- Body soap
- Moistened towelettes
- Thermometer
- Latex gloves
- Sunscreen
- Scissors
- Needles
- Tweezers
- Antiseptic
- Tongue blades (2)
- Aspirin or non-aspirin pain reliever
- Anti-diarrhea medication
- Laxative
- Antacid (for upset stomach)

## SUGGESTIONS AND REMINDERS

- Store your kit in a place known to everyone in your home. Keep a smaller version of the kit in your car.
- Keep items in air-tight plastic bags.
- Change stored water every 6 months so it stays fresh.
- Get new stored food every 6 months.
- Rethink your kit needs at least once a year. Replace batteries; update clothes.
- Ask your doctor or pharmacist about storing prescription medications.

## REMEMBER:

Call 911 for all emergencies  
when you need help.

## What is an emergency?

An emergency is a sudden danger that needs action.

### Types of emergencies that can happen:

- flood
- ice storm
- blizzard
- hurricane
- fire
- pandemic flu

### How would you learn about an emergency?

- TV
- radio
- newspaper
- friends and neighbors
- staff
- phone
- 911

## Emergency Planning

### Emergencies happen anytime and anywhere.

When emergencies happen you may not have much time to get ready. Take 3 steps to prepare ahead of time and you will always be ready.

1. **Make a plan** – Discuss with family, friends and support people emergencies that could occur.
2. **Build an emergency supply kit** – Have a kit for your house, and the place where you work. Be prepared to shelter in your home. This is what happens when you cannot leave your home during an emergency. Also be prepared to evacuate your home. This is what happens when you must leave your home during an emergency.
3. **Get trained** – Know how to shelter in place and how to turn off the power, gas and water in your home. Sometimes in emergencies you might need to remain in your home.

## Emergency Supply Kit

This is another name for the Go Bag. Keep the items you would most likely need during an evacuation in an easy-to-carry container such as a backpack or duffle bag.

**WATER** – Store water in plastic containers such as soda bottles. Do not use containers that will fall apart or break, such as milk cartons or glass bottles. People need to drink 2 quarts of water a day. Hot weather and a lot of physical activity can double that amount to 4 quarts of water per day. Children and people who are ill will also need additional water.

- Store one gallon of water per person per day (2 quarts for drinking; 2 quarts for food preparation and cleaning up).
- Keep at least a 3-day supply of water for each person. A 3-day supply is 3 gallons of water for each person.

**FOOD** – Store at least a 3-day supply of food that will not spoil. Choose foods that require no refrigeration, preparation, or cooking and little or no water. If you must heat food, pack a can of sterno. Choose foods that are small and light-weight.

- Ready-to-eat canned meats, fruits and vegetables
- Canned juices, milk, soup (if any of these items are powdered, store extra water for mixing)
- Sugar, salt, pepper
- High energy foods, peanut butter, jelly, crackers, granola bars, trail mix
- Vitamins
- Food for special diets
- Comfort/stress food – cookies, hard candy, sweetened cereal, lollipops, instant coffee, tea bags

## TOOLS

- Mess kits or paper cups, plates, and utensils
- Battery-operated radio and extra batteries
- Flashlight and extra batteries
- Cash, Travelers checks, change
- Non-electric can opener, utility knife
- Map of the area (for locating shelters)
- Emergency Preparedness Manual
- Fire extinguisher: small – ABC type
- Tent
- Pliers
- Duct Tape
- Compass
- Paper, pencil
- Signal flare
- Whistle
- Plastic sheeting
- Pocket knife
- Matches in a waterproof container
- Plastic storage containers, bags
- Shut-off wrench, to turn off house gas and water
- Sewing kits (needles, thread)
- Aluminum foil

## SANITATION

- Toilet paper, towelettes
- Soap, liquid detergent
- Feminine supplies
- Plastic garbage bags, ties
- Plastic bucket with tight lid
- Disinfectant
- Household chlorine bleach

## CLOTHING AND BEDDING

Include at least one complete change of clothing and footwear per person.

- Sturdy shoes or work boots
- Rain gear
- Blankets or sleeping bags
- Sunglasses
- Thermal underwear
- Hat and gloves

For further information, go to:

[www.ready.gov](http://www.ready.gov)

[www.campingsurvival.com](http://www.campingsurvival.com)

[www.72hours.org](http://www.72hours.org)

[www.nixle.com](http://www.nixle.com)

**GO BAG**

**The following information is copied from:**

**[www.ready.gov](http://www.ready.gov)**

## **Family Communications**

Your family may not be together when disaster strikes, so plan how you will contact one another. Think about how you will communicate in different situations.

Complete a contact card for each adult family member. Have them keep these cards handy in a wallet, purse or briefcase, etc. Additionally, complete contact cards for each child in your family. Put the cards in their backpacks or book bags.

Check with your children's day care or school. Facilities designed for children should include identification planning as part of their emergency plans.

## **Family Communication Tips**

Identify a contact such as a friend or relative who lives out-of-state for household members to notify they are safe. It may be easier to make a long-distance phone call than to call across town, so an out-of-town contact may be in a better position to communicate among separated family members.

Be sure every member of your family knows the phone number and has a cell phone, coins or a prepaid phone card to call the emergency contact. If you have a cell phone, program that person(s) as "ICE" (In Case of Emergency) in your phone. If you are in an accident, emergency personnel will often check your ICE listings in order to get a hold of someone you know. Make sure to tell your family and friends that you've listed them as emergency contacts.

Teach family members how to use text messaging (also known as SMS or Short Message Service). Text messages can often get around network disruptions when a phone call might not be able to get through.

Subscribe to alert services. Many communities now have systems that will send instant text alerts or e-mails to let you know about bad weather, road closings, local emergencies, etc. Sign up by visiting your [local Office of Emergency Management web site](#).

# Kit Storage Locations

Since you do not know where you will be when an emergency occurs, prepare supplies for home, work and vehicles.

## Home

Your disaster supplies kit should contain essential food, water and supplies for at least three days.

Keep this kit in a designated place and have it ready in case you have to leave your home quickly. Make sure all family members know where the kit is kept.

Additionally, you may want to consider having supplies for sheltering for up to two weeks.

## Work

You need to be prepared to shelter at work for at least 24 hours. Make sure you have food and water and other necessities like medicines in your kit. Also, be sure to have comfortable walking shoes at your workplace in case an evacuation requires walking long distances.

Your kit should also be in one container and ready to “grab and go” in case you are evacuated from your workplace.

## Vehicle

In case you are stranded, keep a kit of emergency supplies in your car. This kit should include:

- Jumper cables
- Flashlights and extra batteries
- First aid kit and necessary medications in case you are away from home for a prolonged time
- Food items containing protein such as nuts and energy bars; canned fruit and a portable can opener
- Water for each person and pet in your car
- AM/FM radio to listen to traffic reports and emergency messages
- Cat litter or sand for better tire traction
- Shovel
- Ice scraper
- Warm clothes, gloves, hat, sturdy boots, jacket and an extra change of clothes
- Blankets or sleeping bags

Also consider:

- A fully-charged cell phone and phone charger
- Flares or reflective triangle
- Baby formula and diapers if you have a small child

Be prepared for an emergency by keeping your gas tank full and if you find yourself stranded, be safe and stay in your car, put on your flashers, call for help and wait until it arrives.

# Water

Water is an essential element to survival and a necessary item in an emergency supplies kit. Following a disaster, clean drinking water may not be available. Your regular water source could be cut-off or compromised through contamination. Prepare yourself by building a supply of water that will meet your family's needs during an emergency.

## How Much Water Do I Need?

You should store at least one gallon of water per person per day. A normally active person needs at least one gallon of water daily just for drinking however individual needs vary, depending on age, physical condition, activity, diet and climate.

To determine your water needs, take the following into account:

- One gallon of water per person per day, for drinking and sanitation.
- Children, nursing mothers and sick people may need more water.
- A medical emergency might require additional water.
- If you live in a warm weather climate more water may be necessary. In very hot temperatures, water needs can double.
- Keep at least a three-day supply of water per person.

## How Should I Store Water?

It is recommended you purchase commercially bottled water, in order to prepare the safest and most reliable emergency water supply. Keep bottled water in its original container and do not open until you need to use it. Observe the expiration or "use by" date. Store in cool, dark place.

## Preparing Your Own Containers of Water

It is recommended you purchase food grade water storage containers from surplus or camping supplies stores to use for water storage.

Before filling with water, thoroughly clean the containers with dishwashing soap and water and rinse completely so there is no residual soap.

If you chose to use your own storage containers, choose two-liter plastic soft drink bottles – not plastic jugs or cardboard containers that have had milk or fruit juice in them. Milk protein and fruit sugars cannot be adequately removed from these containers and provide an environment for bacterial growth when water is stored in them. Cardboard containers also leak easily and are not designed for long-term storage of liquids. Also, do not use glass containers, because the can break and are heavy.

## Storing Water in Plastic Soda Bottles

Follow these steps for storing water in plastic soda bottles.

Thoroughly clean the bottles with dishwashing soap and water, and rinse completely so there is no residual soap.

Sanitize the bottles by adding a solution of 1 teaspoon of non-scented liquid household chlorine bleach to a quart of water. Mix the sanitizing solution in the bottle so that it touches all surfaces. After sanitizing the bottle, thoroughly rinse out the sanitizing solution with clean water.



Fill the bottle to the top with regular tap water. If the tap water has been commercially treated from a water utility with chlorine, you do not need to add anything else to the water to keep it clean. If the water you are using comes from a well or water source that is not treated with chlorine, add two drops of non-scented liquid household chlorine bleach to the water. Let the water stand for 30 minutes before using.

A slight chlorine odor should be noticeable in the water, if not, add another dose of bleach and allow the water to stand another 15 minutes.

Tightly close the container using the original cap. Be careful not to contaminate the cap by touching the inside of it with your finger. Place a date on the outside of the container so you can know when you filled it. Store in cool, dark place.

Water can also be treated with water purification tablets that can be purchased at most sporting goods stores.

Water that has not been commercially bottled should be replaced every six months.

More information on water treatment is available at [RedCross.org](http://RedCross.org).

### ***Safe Sources***

- Melted ice cubes.
- Liquids from canned goods such as fruit or vegetables.
- Water drained from pipes. To use the water in your pipes, let air into the plumbing by turning on the faucet in your home at the highest level. A small amount of water will trickle out. Then obtain water from the lowest faucet in the home.
- Water drained from the water heater. To use water in your hot-water tank, be sure the electricity or gas is off and open the drain at the bottom of the tank. Start the water flowing by turning off the water intake valve at the tank and turning on the hot-water faucet. After you are notified that clean water has been restored, you will need to refill the tank before turning the gas or electricity back on. If the gas is turned off, a professional will be needed to turn it back on.

### ***Unsafe Sources***

- Radiators Hot water boilers (home heating systems).
- Water from the toilet bowl or flush tank.
- Water beds. Fungicides added to the water or chemicals in the vinyl may make water unsafe to use.
- Swimming pools and spas. Chemicals used to kill germs are too concentrated for safe drinking but can be used for personal hygiene, cleaning and related uses.

# Food

Consider the following things when putting together your emergency food supplies:

- Store at least a three-day supply of non-perishable food.
- Choose foods your family will eat.
- Remember any special dietary needs.
- Avoid foods that will make you thirsty.
- Choose salt-free crackers, whole grain cereals and canned foods with high liquid content.

Following a disaster, there may be power outages that could last for several days. Stock canned foods, dry mixes and other staples that do not require refrigeration, cooking, water or special preparation. Be sure to include a manual can opener and eating utensils.

The following items are suggested when selecting emergency food supplies. You may already have many of these on hand.

- Ready-to-eat canned meats, fruits, vegetables and a can opener
- Protein or fruit bars
- Dry cereal or granola
- Peanut butter
- Dried fruit
- Nuts
- Crackers
- Canned juices
- Non-perishable pasteurized milk
- High energy foods
- Vitamins
- Food for infants
- Comfort/stress foods

Flood, fire, natural disaster or the loss of power from high winds, snow or ice could jeopardize the safety of your food. Knowing what to do before and after an emergency can help you reduce your risk of illness and minimize the amount of food that may be lost due to spoilage.

Power outages can occur at any time of the year and it may take from a few hours to several days for electricity to be restored to residential areas. Without electricity or a cold source, food stored in refrigerators and freezers can become unsafe. Bacteria in food grow rapidly at temperatures between 40 and 140 °F, and if these foods are consumed, people can become very sick.

## **Do:**

- Keep food in covered containers.
- Keep cooking and eating utensils clean.
- Keep garbage in closed containers and dispose outside, burying garbage if necessary.
- Keep your hands clean by washing them frequently with soap and water that has been boiled or disinfected.
- Discard any food that has come into contact with contaminated floodwater.
- Discard any food that has been at room temperature for two hours or more.
- Discard any food that has an unusual odor, color or texture.

- Use ready-to-feed formula, if possible, for formula-fed infants. If using ready-to-feed formula is not possible, it is best to use bottled water to prepare powdered or concentrated formula. If bottled water is not available, use boiled water. Use treated water to prepare formula only if you do not have bottled or boiled water. Breastfed infants should continue breastfeeding.

**Don't:**

- Eat foods from cans that are swollen, dented or corroded, even though the product may look safe to eat.
- Eat any food that looks or smells abnormal, even if the can looks normal.
- Let garbage accumulate inside, both for fire and sanitation reasons.

**Note:** Thawed food usually can be eaten if it is still “refrigerator cold.” It can be re-frozen if it still contains ice crystals. To be safe, remember, “When in doubt, throw it out.”

For more information about food safety during an emergency, visit [FoodSafety.gov](http://FoodSafety.gov).

**Be Prepared:**

- Have a refrigerator thermometer.
- Know where you can get dry ice.
- Keep a few days' worth of ready-to-eat foods on hand that do not require cooking or cooling.

**When the Power Goes Out:**

- Keep the refrigerator and freezer doors closed as much as possible.
- The refrigerator will keep food cold for about 4 hours if it is unopened.
- Refrigerators should be kept at 40° F or below for proper food storage.

**Once the Power is Restored:**

- Check the temperature inside the refrigerator and freezer.
- If an appliance thermometer was kept in the freezer, check the temperature when the power comes back on. If the freezer thermometer reads 40° F or below, the food is safe and may be refrozen. If a thermometer has not been kept in the freezer, check each package of food to determine its safety. You can't rely on appearance or odor. If the food still contains ice crystals or is 40° F or below, it is safe to refreeze or cook.
- Refrigerated food should be safe as long as the power was out for no more than 4 hours. Keep the door closed as much as possible.
- Discard any perishable food (such as meat, poultry, fish, eggs or leftovers) that has been above 40° F for two hours or more.

**Using Dry Ice:**

- Under normal circumstances you should not keep dry ice in your freezer. If your freezer is functioning properly it will cause the unit to become too cold and your freezer may shut off. However, if you lose power for an extended period of time, dry ice is the best way to keep things cold.
- Twenty-five pounds of dry ice will keep a 10-cubic-foot freezer below freezing for 3-4 days.
- If you use dry ice to keep your food cold, make sure it does not come in direct contact with the food.
- Use care when handling dry ice, wear dry, heavy gloves to avoid injury.

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Sanitize the bottles by adding a solution of 1 teaspoon of non-scented liquid household chlorine bleach to a quart of water. Mix the sanitizing solution in the bottle so that it touches all surfaces. After sanitizing the bottle, thoroughly rinse out the sanitizing solution with clean water.

Fill the bottle to the top with regular tap water. If the tap water has been commercially treated from a water utility with chlorine, you do not need to add anything else to the water to keep it clean. If the water you are using comes from a well or water source that is not treated with chlorine, add two drops of non-scented liquid household chlorine bleach to the water. Let the water stand for 30 minutes before using.

A slight chlorine odor should be noticeable in the water, if not, add another dose of bleach and allow the water to stand another 15 minutes.

Tightly close the container using the original cap. Be careful not to contaminate the cap by touching the inside of it with your finger. Place a date on the outside of the container so you can know when you filled it. Store in cool, dark place.

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