

EMERGENCY PLANNING



Planning for an emergency, such as a major earthquake, a rapidly-moving wildfire or flood or any other threat, should take place **long before such an event takes place**. Be sure that you and your family are well prepared for an emergency or disaster by following these steps.

MAKE A PLAN FOR YOURSELF AND FOR YOUR FAMILY

You should have a **documented family emergency plan** that includes the suggested steps below. All family members should understand this plan and have a copy. It is a good idea to review, update and practice this plan at least twice a year. Keep an extra copy of your plan and all related documents and items in your Go-Bag or handy so that you can grab them quickly.

SUGGESTED STEPS TO CREATE YOUR EMERGENCY PLAN



❖ Know your Zonehaven evacuation zone name by going to community.zonehaven.com and entering your address. Memorize this name and record it in your plan. For more information on Zonehaven, refer to: **OCP&R Guide #23 – Zonehaven**.



❖ Study a map of your neighborhood area and know in advance **several ways out** (by vehicle and by foot) to a major road or highway. No one can know which direction will be best until an event actually takes place as routes may be blocked by fire, fallen trees/poles, water, traffic, etc. Mark potential routes on a paper map and keep with your plan.



❖ Designate meeting locations to reunite with family members, both outside and away from home. Establish a reliable out-of-area contact who can be a relay during and after an emergency. A family member can update this contact with their status, location and plans, and this contact can then provide this information to the other family members and friends.



❖ Make copies of important documents such as driver's licenses, birth certificates, passports, titles, insurance policies, prescriptions, etc, and keep with your plan and Go-Bag. Photograph or scan these and store on a thumb drive and/or in a secure Cloud storage folder.



❖ Have a checklist of personal items to take with you if you need to evacuate. Prioritize the list so that if you only have a few minutes to leave, you'll be able to grab the most important ones first. Keep these items handy if possible along with bag(s) to carry them in.



❖ Know your neighbors and be ready to help those who may need extra assistance. Be part of an organized neighborhood that maintains a roster of neighbor's contact information and emergency phone numbers: **OCP&R Guide #01 – Neighborhood Organization**.



❖ Have necessary pet supplies on-hand and easy to access (leashes, pet carriers, water, food, etc.). Make copies of your pet's documents and include them and a photo with your own.



❖ If you have natural gas, identify the location of your external gas shut-off valve. Have a gas shut-off wrench near your external gas shut-off valve and know how to turn the valve off.



❖ If you have a garage door that is electrically operated, **be sure you know how to open it manually** from the inside and/or outside (and how to manually lock it when closed). Consider installing a garage door opener battery back-up for when the power is out.



Always keep at least 1/2 tank of gas in your vehicle and if it's in a driveway then park facing out toward the street. Plan to take only one vehicle if you have to evacuate if possible, or carpool with neighbors, to help reduce traffic congestion.

CREATE YOUR GO-BAGS

Pre-packed emergency Go-Bags are personal kits that you grab in an emergency when you are told to evacuate. **Each family member should have a Go-Bag.** These should include items like headlamps, AM/FM radio, medications, water/snacks, protective gear, etc, to get you through the first few critical days.

Additional supplies like extra food/water, sanitary items, etc, can be stored in a large container. This can be your Stay-Box of supplies to get you through several days if you are sheltering-in-place.

For a list of recommended Go-Bag/Stay-Box items, refer to: **OCP&R Guide #07 – Evacuation and Go-Bag Checklists**

PLAN TO SHELTER-IN-PLACE IF NEEDED

You may need to shelter-in-place if ordered to or if you find yourself trapped, for example by an rapidly-moving wildfire or flood. If you are sheltering, you should call 911 and report your location.

As with knowing all potential escape routes, **also locate in advance nearby places that may be best able to withstand a wildfire or flood**, and mark them on your paper map. These may be a building made of more fire resistant materials like concrete and on higher ground, a large, open outdoor area like a playing field or parking lot or, as a last resort for fire, a swimming pool or a lake.

Prepare yourself for darkness (even during the day), noise, chaos, and the natural urge to flee the safety of your shelter. It is important to remain calm and stay together. **Practicing your plan, evacuating and sheltering-in-place on a regular basis will build confidence!**

For additional information, refer to these OCP&R Guides:

Guide #01 – Neighborhood Organization
Guide #02 – Notifications and Warnings
Guide #03 – Preparedness Before a Disaster
Guide #06 – Emergency Evacuations
Guide #23 – Zonehaven

DRESS FOR SURVIVAL

Have personal protective clothing at the ready and put them on at the first sign of trouble:



PROTECTIVE HAT



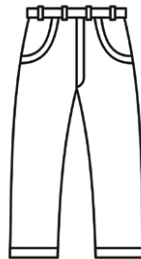
HANDKERCHIEF or BANDANNA



LONG SLEEVE SHIRT wool or cotton/denim, not synthetic



STURDY BELT



LONG PANTS wool or cotton/denim, not synthetic

FULL COVERAGE GOGGLES



SAFETY MASK



HEAVY DUTY WORK GLOVES



SOCKS wool or cotton



STURDY BOOTS