



International Association of Fire Fighters

Disaster Preparedness Guide

www.iaff.org/disaster



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INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS DISASTER PREPAREDNESS GUIDE



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ABOUT THE DISASTER PREPAREDNESS GUIDE

This guide establishes guidelines for the International Association of Fire Fighters (IAFF) district leaders, state/provincial affiliates, locals, and members before, during, and after natural disasters and manmade emergencies.

Disaster Response Go Teams respond to incidents for member and family accountability, immediate disaster relief assistance, burn support, peer support for the mental well-being of all IAFF members and their families, and other support to affected locals, departments, and communities.



As the frequency of disasters continues to rise, disaster planning and preparedness are critically important. Disaster planning must involve coordination with all stakeholders who play a role during a disaster response, and these plans must be exercised to ensure their effectiveness. During a disaster, IAFF members are on the frontlines serving their prospective communities. Therefore, it is critical that we take proactive measures to ensure that our members and their families are prepared prior to these events occurring. Through proper preparedness, we can build a more resilient IAFF.

This Disaster Preparedness Guide identifies the International Association of Fire Fighters (IAFF) disaster planning, organization, and response guidelines.

The Disaster Preparedness Guide:

1. Addresses the IAFF's responsibilities in emergencies associated with an all-hazards approach in managing natural disasters and manmade emergencies.
2. Provides a framework for coordination of response and recovery efforts within the IAFF in coordination with locals, state/provincial associations, and districts, while maintaining the flexibility needed to adapt to various situations.
3. Provides guidance and information for locals and their members for planning, response, and resilience.

(All hazards references natural or manmade incidents, warranting action in support of our members, their families, active retirees, and their locals).

The IAFF's Disaster Preparedness Guide will be periodically reviewed and updated as required to keep procedures, protocols, and standards current.

PURPOSE AND SCOPE

This Disaster Preparedness Guide ensures an efficient and effective response to a disaster or emergency affecting the IAFF or its members. The IAFF will provide an efficient, coordinated response to any disaster that could threaten the well-being and health of our members, their families, active retirees and their locals.

Communities are built on the foundation of public safety and having an effective fire department is key to a community's resiliency. The Disaster Preparedness Guide is designed with the principles established in the Five Essential Elements of Immediate and Mid-Term Mass Trauma Intervention (Hobfoll et al. 2007).

These principles promote:

1. A sense of safety
2. Calm
3. A sense of self and collective efficacy
4. Connectedness
5. Hope

The IAFF recommends that these practices and techniques, or their elements, be contained within intervention and prevention efforts at the early to mid-term stages. These guidelines will be particularly important to those responsible for broader public health and emergency management. The response to an emergency event could involve all affected divisions and other organizations/individuals that can assist in providing resources and recovery efforts. This includes related locals, state/provincial affiliates, districts, nonprofit agencies and volunteer organizations.

RESPONSE PRIORITIES

This Disaster Preparedness Guide establishes the following priorities for emergency services response:

1. Coordination and integration with the local, state/provincial affiliate and district
2. Member and family accountability
3. Behavioral health and needs assessment
4. IAFF disaster relief financial assistance (debit cards)
5. Logistical needs assessment and acquisition

DISASTER PLANNING AND PREPAREDNESS

Disaster management reduces or avoids potential losses from hazards, assures a prompt and appropriate response and achieves rapid and effective recovery. The disaster management cycle illustrates the ongoing process by which all organizations should plan for and reduce the impact of disasters, react during and immediately following a disaster and take steps to recover after a disaster has occurred. As a cyclical process, it is never complete. Recovery, even from the smallest incidents, can inform prevention and mitigation.



Mitigation: Activities designed to alleviate the effects of a major disaster/emergency or long-term activities minimizing the potentially adverse effects of future disasters in affected areas. It includes all actions to mitigate both hazards and vulnerabilities.

Preparedness: Activities, programs and systems that exist prior to an emergency and that are used to support and enhance response to an emergency or disaster. This phase implies that risks, hazards and vulnerabilities have been assessed.

Response: Activities and programs designed to address the immediate and short-term effects of the onset of an emergency or disaster, such as protecting life and property.

Recovery: Long-term activities and programs beyond the initial crisis period of an emergency or disaster designed to return all systems to normal status or to reconstitute these systems to a new, less vulnerable condition. Upon completion of the post-emergency critique, it is possible to update plans and implement corrective actions.

STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

Standardized Emergency Management System (SEMS) is the cornerstone of an emergency response system and the fundamental structure for the response phase of emergency management. The Incident Command System (ICS), one of the key components, is used to manage an emergency incident or a non-emergency event. It can be used for both small and large situations. The system has considerable internal flexibility and can grow or shrink to meet differing needs. This makes it a very cost-effective and efficient management system.

INCIDENT COMMAND SYSTEM (ICS) ORGANIZATION

The organization of the Incident Command System is built around five major management activities, and these activities are the foundation upon which the incident management develops. They apply whether handling a routine emergency, organizing a major event or managing a major response to a disaster.

COMMAND

Sets objectives and priorities and has overall responsibility for the incident. There will always be someone in command; as for the other positions, when not filled, command assumes those responsibilities.

Incident Commander (if more than one, a Unified Command structure shall be established): The person in charge of the incident. As incidents grow or become more complex, a more qualified person may be assigned as Incident Commander. District vice presidents and/or IAFF staff (or their designees), shall fill this position. This position is commonly referred to as incident commander, IC, or command.

Liaison: Local/state/provincial officers are best suited to act as liaisons between command and external partners.

Safety Officer: Monitors safety conditions and develops measures for ensuring the safety of all assigned personnel.

Communications/PIO: Responsible for communications with IAFF members. The point of contact for the media or other organizations seeking information about the incident or event.

Operations Section: Conducts operations to carry out the plan ; directs and maintains status of all resources.

Behavioral Health Branch: Assigns, coordinates, and maintains status of all peer support teams.

Home Mitigation Branch: Assigns, coordinates, and maintains status of all member assistance (work) teams.

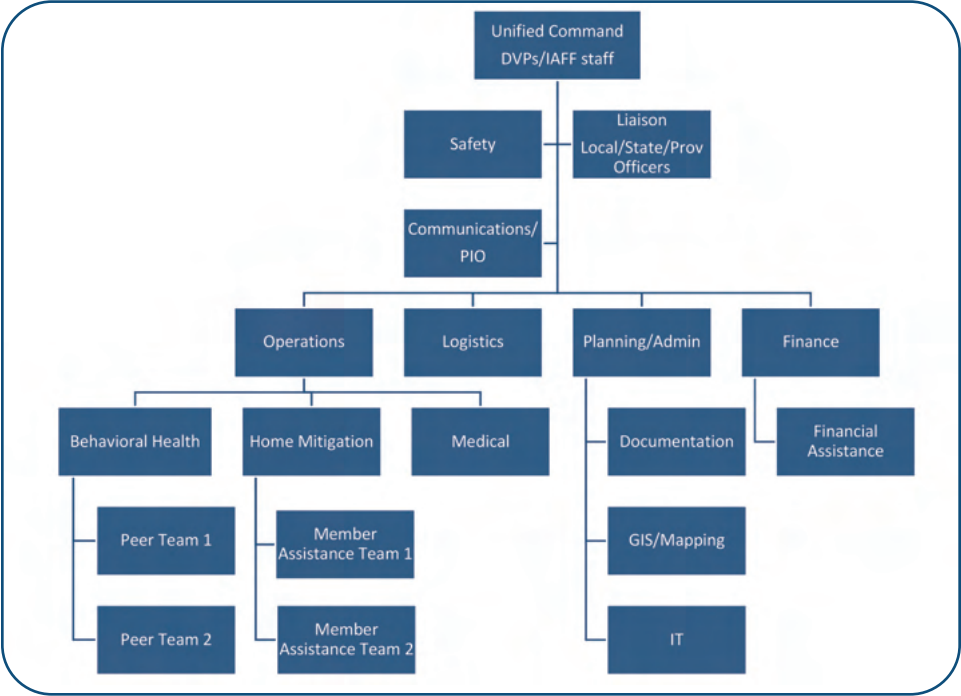
Medical Branch: Ensures that responders and other members' medical needs are addressed.

Logistics Section: Provides support and resources to support the incident response.

Finance Section: Monitors and logs costs related to the incident and provides accounting and distribution of IAFF disaster relief financial assistance debit cards.

Planning/Administration Section: Includes Documentation branch to track all aspects of the operation, the GIS/mapping branch to produce maps and member listings, and the Information Technology branch to ensure Disaster Assistance Response Tool (DART) functionality, familiarization, and to ensure DART reporting after demobilization.

IAFF DISASTER RESPONSE COMMAND STRUCTURE



NATURAL AND MANMADE DISASTERS

Natural disasters include all types of severe weather or geological events that can pose a significant threat to human health and safety, property, critical infrastructure and homeland security. Natural disasters occur seasonally and sometimes without warning, resulting in frequent periods of insecurity, disruption and economic loss. These events include winter storms, floods, tornadoes, hurricanes, wildfires, earthquakes or any combination. The American Red Cross offers a regional threat assessment tool that can help identify the [Common Disasters Across the United States](https://www.redcross.org/get-help/how-to-prepare-for-emergencies/common-natural-disasters-across-us.html#all).

(<https://www.redcross.org/get-help/how-to-prepare-for-emergencies/common-natural-disasters-across-us.html#all>)

Manmade disasters have an element of human intent, negligence or error involving a failure of a manmade system, as opposed to natural disasters resulting from natural hazards. Such manmade disasters are crime, transportation-related incidents, arson, civil disorder, terrorism, war, biological/chemical threats, cyber-attacks, etc.

The appendix within this guide provides various preparedness resources intended to prepare IAFF members and their families for some of the most common events that occur in the United States and Canada. Members should also refer to their local and state/provincial offices of emergency management and preparedness for information that is more specific to their region. Additional information can also be accessed through the [Department of Homeland Securities Resilience Program Resource Library](https://www.dhs.gov/campus-resilience-program-resource-library). (<https://www.dhs.gov/campus-resilience-program-resource-library>) The Federal Emergency Management Agency (FEMA) provides a [Current List of Active Disasters](https://www.fema.gov/disaster/current). (<https://www.fema.gov/disaster/current>)

TERRORISM AND ACTS OF VIOLENCE

Terrorist incidents and acts of mass violence involving a wide range of high-threat components — such as active violence, fire as a weapon, explosives and improvised weapons — are witnessed almost daily. The complexity of these attacks presents challenges to responding agencies as they seek to provide an integrated response, develop innovative techniques and tactics to combat the threats and leverage capabilities from across the public safety spectrum.

Following the tragic events of September 11, the most significant threat was perceived to be from those terror groups living abroad. As incidents of domestic and homegrown violent extremism increase, it is critical for first responders to recognize the ideology and indicators of violent extremism and be prepared to respond to these incidents.

International terrorism (<https://www.dni.gov/nctc/groups.html>), homegrown violent extremists (<https://www.dhs.gov/publication/reference-aid-isis-and-al-qa-ida-inspired-homegrown-violent-extremists>), lone wolves (https://www.dhs.gov/sites/default/files/publications/OPSR_TP_TEVUS_Comparing-Lone-Actor-Terrorism_Hate-Crimes_Group-Terrorism_2013-508.pdf) and domestic extremists (<https://www.rand.org/topics/domestic-terrorism.html>) each present a unique threat to the homeland. While their motivations may vary, their targets of opportunity tend to focus on soft targets, such as schools, houses of worship and public spaces. The links below contain information specific to first responder resources and training opportunities.



**CYBERSECURITY
& INFRASTRUCTURE
SECURITY AGENCY**



MEMBER PREPAREDNESS

Wildfires, hurricanes and flooding, along with other manmade and natural disasters, impact our members, their families and their homes during their destruction. Frequently, our members are working to protect their communities while leaving their loved ones to pick up the pieces at home. It is important that our members have a plan to protect their loved ones and their homes before disaster strikes.



This document is intended to be a resource to assist you and your family in identifying the risk that you are most prone to, developing a plan and communicating that plan prior to a disaster. This section includes links to assist you in this process. Additional information, along with easy-to-use guides, are included in the appendices of this document. Proper planning and communication prior to a disaster will allow you to better protect your family during disaster situations.

The U.S. Department of Homeland Security has established resources available at www.ready.gov to assist you with your family needs during disasters.

MAKE A PLAN

Make a plan today. Your family may not be together if a disaster strikes, so it is important to know which [types of disasters](https://www.ready.gov/be-informed) (<https://www.ready.gov/be-informed>) could affect your area. Know how you'll contact one another and reconnect if separated. Establish a family meeting place that's familiar and easy to find.

STEP 1:

Develop a plan by discussing the questions below with your family, friends or household to start your emergency plan.

1. How will I receive [emergency alerts and warnings](https://www.ready.gov/alerts) (<https://www.ready.gov/alerts>)?
2. What is my [shelter plan](https://www.ready.gov/shelter) (<https://www.ready.gov/shelter>)?
3. What is my [evacuation route](https://www.ready.gov/evacuation) (<https://www.ready.gov/evacuation>)?
4. What is my [family/household communication plan](https://www.ready.gov/plan-form) (<https://www.ready.gov/plan-form>)?
5. Do I need to update my [emergency preparedness kit](https://www.ready.gov/kit) (<https://www.ready.gov/kit>)?

Step 2:

Consider specific needs in your household.

Tailor your plans and supplies to your specific daily living needs and responsibilities. Discuss your needs and responsibilities and how people in the network can assist each other with communication, care of children, business, pets or specific needs, such as operating medical equipment. Create your own personal network for specific areas where you need assistance. Keep in mind some of these factors when developing your plan:

- Ages of members within your household
- Responsibilities for assisting others
- Locations frequented
- Dietary needs
- Medical needs, including prescriptions and equipment
- Disabilities or access and functional needs, including devices and equipment
- Languages
- Cultural and religious considerations
- Pets or service animals
- Households with school-aged children

Step 3:

Complete a Family Emergency Plan

Download and complete a family emergency plan or use it as a guide to create your own.

[Emergency Plan for Parents](https://www.ready.gov/plan-form) (<https://www.ready.gov/plan-form>) (PDF)



Step 4:

Practice your plan with your family/household

Associated Content

- [Make a Plan](https://www.ready.gov/plan) (https://www.ready.gov/plan)
- [Family Communication Plan Fillable Card](https://www.ready.gov/plan-form) (PDF) (https://www.ready.gov/plan-form)
- [Emergency Plan for Families or](https://www.ready.gov/kids/prepare-your-family) (PDF) (https://www.ready.gov/kids/prepare-your-family)
- [Emergency Plan for Kids or](https://www.ready.gov/kids/make-a-plan) (PDF) (https://www.ready.gov/kids/make-a-plan)
- [Emergency Plan for Commuters](https://www.ready.gov/sites/default/files/2020-03/commuter_emergency_plan.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/commuter_emergency_plan.pdf)
- [Pet Owners](https://www.ready.gov/sites/default/files/2021-06/ready_pet-preparedness-flyer.pdf) (PDF) (https://www.ready.gov/sites/default/files/2021-06/ready_pet-preparedness-flyer.pdf)
- [Family Emergency Communication Planning Document](https://www.ready.gov/sites/default/files/2020-03/family-emergency-communication-planning-document.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/family-emergency-communication-planning-document.pdf)
- [Family Emergency Communication Plan Wallet Cards](https://www.ready.gov/sites/default/files/2020-03/family-emergency-plan_wallet.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/family-emergency-plan_wallet.pdf)
- [Know Your Alerts and Warnings](https://www.ready.gov/sites/default/files/2020-03/ready_know-your-alerts-and-warnings.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/ready_know-your-alerts-and-warnings.pdf)
- [Protect Critical Documents and Valuables](https://www.ready.gov/sites/default/files/2020-03/fema_safeguard-critical-documents-and-valuables.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/fema_safeguard-critical-documents-and-valuables.pdf)
- [Document and Insure Your Property](https://www.ready.gov/sites/default/files/2020-03/ready_document-and-insure-your-property.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/ready_document-and-insure-your-property.pdf)
- [Emergency Financial First Aid Kit](https://www.ready.gov/sites/default/files/2020-03/ready_emergency-financial-first-aid-toolkit.pdf) (PDF) (https://www.ready.gov/sites/default/files/2020-03/ready_emergency-financial-first-aid-toolkit.pdf)
- [Consumer Financial Protection Bureau Disaster Checklist](https://files.consumerfinance.gov/f/documents/cfpb_adult-fin-edyour-disaster-checklist.pdf) (PDF) (https://files.consumerfinance.gov/f/documents/cfpb_adult-fin-edyour-disaster-checklist.pdf)
- [Make a Plan](https://www.youtube.com/watch?v=TybjwGLHA88) (Video) (https://www.youtube.com/watch?v=TybjwGLHA88)

BUILD A KIT

After an emergency or disaster, you may need to survive on your own for several days. Being prepared means having your own **food**, **water** and other **supplies** to last for at least 72 hours. A disaster supplies kit is a collection of basic items your household may need in the event of an emergency.

Make sure your emergency kit is stocked with the items on the checklist below. Most are inexpensive and easy to find, and any one of them could save your life. Headed to the store? [Download a printable version](#) to take with you. Once you review the basic items, consider what **unique needs** your family might have, such as supplies for **pets** or **seniors**.

BASIC DISASTER SUPPLIES KIT

Store items in airtight plastic bags and put your entire disaster supply kit in one or two easy-to-carry containers, such as plastic bins or a duffel bag.



A basic emergency supply kit could include the following recommended items:

- **Water** (one gallon per person per day for at least three days, for drinking and sanitation) (<https://www.ready.gov/water>)
- **Food** (at least a three-day supply of non-perishable food) (<https://www.ready.gov/food>)
- Battery-powered or hand-crank radio and a NOAA Weather Radio with tone alert
- Flashlight
- First aid kit
- Extra batteries
- Whistle (to signal for help)
- Dust mask (to help filter contaminated air)
- Plastic sheeting and duct tape (to **shelter in place**) (<https://www.ready.gov/shelter>)
- Moist towelettes, garbage bags and plastic ties (for personal sanitation)
- Wrench or pliers (to **turn off utilities**) (<https://www.ready.gov/safety-skills>)
- Manual can opener (for food)
- Local maps
- Cell phone with chargers and a backup battery
- Download the **Recommended Supplies List** (PDF) (https://www.ready.gov/sites/default/files/2021-02/ready_checklist.pdf)

ADDITIONAL EMERGENCY SUPPLIES

Consider adding the following items to your emergency supply kit based on your individual needs:

- Visit the CDC website at <https://www.cdc.gov/> “Health Topics” section and type the word “Disaster” in the search box for helpful information.
- **Individuals with Disabilities** (<https://www.ready.gov/disability>)
- Non-prescription medications, such as pain relievers, anti-diarrhea medication, antacids or laxatives
- Prescription eyeglasses and contact lens solution
- Infant formula, bottles, diapers, wipes and diaper rash cream
- Pet food and extra water for your pet
- Cash
- Important family documents, such as copies of insurance policies, identification and bank account records saved electronically or in a waterproof, portable container
- Sleeping bag or warm blanket for each person
- Complete change of clothing appropriate for your climate and sturdy shoes
- Fire extinguisher
- Matches in a waterproof container
- Feminine supplies and personal hygiene items
- Mess kits, paper cups, plates, paper towels and plastic utensils
- Paper and pencil
- Books, games, puzzles or other activities for children



MAINTAINING YOUR KIT

After assembling your kit, remember to maintain it so it's ready when needed:

- Keep canned [food](https://www.ready.gov/food) (<https://www.ready.gov/food>) in a cool, dry place.
- Store boxed food in tightly closed plastic or metal containers.
- Replace expired items as needed.
- Rethink your needs every year and update your kit as your family's needs change.

KIT STORAGE LOCATIONS

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

- **Home:** 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.
- **Work:** Be prepared to shelter at work for at least 24 hours. Your work kit should include food, water and other necessities, such as medicines, as well as comfortable walking shoes, stored in a grab-and-go case.
- **Car:** In case you are stranded, keep a kit of emergency supplies [in your car](https://www.ready.gov/car) (<https://www.ready.gov/car>).

LOCAL PREPAREDNESS

All disasters begin and end locally. While regional, state and federal resources frequently play a role in disaster response and recovery, ultimately, all disasters begin and end in the community that has been impacted. Local leaders should have a plan that outlines measures to ensure continuity of operations (COOP) for the local, as well as an Emergency Action Plan (EAP) that addresses the health and safety of their members.

While it is assumed that our members' prospective agencies have a plan to ensure the health and safety of our members, this is not always the case. Additionally, the agencies' plans may not address the health and safety of our members' families or the operations of the local. The previous section in the document provides guidance on member and family preparedness.

Additionally, information is available in [FEMA's Ready Responder Tool Kit](https://www.ready.gov/sites/default/files/documents/files/RRToolkit.pdf) (<https://www.ready.gov/sites/default/files/documents/files/RRToolkit.pdf>).



PLANNING

Planning is the first step in a robust disaster management cycle and includes pre-identification of the right people, places, budgeting, resources, tasks and procedures required to fulfill the essential functions for your organization. Some of the key items that must be considered include:

- Identifying alternate sites for local leaders to operate if they do not have access to their prospective offices
- Developing a continuity of operations plan
- Identifying alternate housing for members if their homes have been destroyed
- Ensuring that members have access to safe drinking water and food
- Ensuring access to medical care
- Ensuring the safety of members' families while they are at work
- Establishing a disaster communications plan to ensure timely and accurate information can be delivered to your members and their families.

CONTINUITY OF OPERATIONS

Continuity is the ability to provide uninterrupted critical services, essential functions and support, while maintaining organizational viability, before, during and after an event that disrupts normal operations (FEMA, 2020). Our union halls and local offices are the hub for ensuring the well-being of our members. They most often maintain personal information and records that need to both be protected and accessible remotely during a disaster. A Continuity of Operations Plan (COOP) will ensure that your local's leaders are prepared to address the needs of your members, as well as their families following a disaster.



When writing a COOP, several factors should be considered: your geographical location, what the most likely hazards are specific to that area, access to local, state/provincial or regional resources, including workspace and equipment, lodging, food and water. To understand the specific threats within your region, it is recommended that a Threat and Hazard Identification and Risk Assessment (THIRA) be conducted prior to writing or updating a COOP. An assessment should also be conducted to determine organizational and agency partnerships that could provide additional support. Consider drafting Memorandums of Understanding (MOU) to clarify what support they may be able to provide.

To be effective, plans must be periodically reviewed and exercised to determine what components may or may not work. Various exercise methods, ranging from discussion-based, tabletop exercises and drills, to functional and full-scale exercises are available. It is important to involve local and regional stakeholders during an exercise. After Action Reports (AAR) that incorporate improvements should be completed each time the plan is activated and results shared with all key stakeholders.

A comprehensive guide to developing a COOP is available in [FEMA's Continuity Resource Kit](https://www.fema.gov/emergency-managers/national-preparedness/continuity/toolkit) (<https://www.fema.gov/emergency-managers/national-preparedness/continuity/toolkit>).

Wildfires, civil unrest, hurricanes and tornadoes can all impact access to your local's office. Access to your facility may be restricted for days or weeks and/or your union office could be destroyed. Establishing an Emergency Relocation Group (ERG) will provide leaders with the tools necessary to begin development for a set of standard operating procedures supporting each identified ERG position that supports the organizational continuity program.

- Identification of an emergency relocation site (e.g., a "sister" local that you have a cooperative agreement with if your union's office is damaged or destroyed.)
- Disaster operations plan
- Access to vital information and financial records

COMMUNICATIONS

Keeping your members and their families aware of accurate and up-to-date information is important during all phases of a disaster. Disaster communications planning starts with identifying who will be the Press Information Officer (PIO) or communications director for your local and ensuring that you have the most up-to-date and accurate contact information for your members and their families. It is not the local's — or even the IAFF's responsibility — to provide information outside of our network.

The next step would be to draft a communications plan. This plan should address how you will relay accurate information to your members in a timely fashion. This could include the use of emails, text messages, phone calls and social media. You need to identify what information is relevant and how this information will be vetted.



It is important that any information that is released has been deemed credible. Once the information has been released, it is too late to retract the message. The final step is to coordinate the timing of the release of information. Always try to work with your local agency and community stakeholders to coordinate the release of information.

The communications plan should be included in your COOP. If you have limited or no access to cellular networks or power or internet capabilities are down in your area, how will you communicate?

Warning: While social media can be a quick and successful way to deliver messages to your members and their families, it can become a challenge to control this information once it is released. Social media messages should never be considered private and should not become the go-to resource for others to receive messages during a crisis.

RESOURCE FAMILIARIZATION

In most cases, local leaders will be hands-on during a disaster operation serving their local community. Therefore, it is important for them to have a clear understanding of the resources that are available from the IAFF during a disaster.

- Ensure all members have current physical address (not just PO box), phone and email contact information in IAFF member database and SMART system. Determine communication/phone service needs.
- Become familiar with and understand disaster resources available from the IAFF, including IAFF Disaster Relief Go Team operations.
- Provide persons to assist the IAFF Disaster Relief Go Team in determining if disaster aid recipients are members of a local and to assist in IAFF membership numbers/addresses from database (IAFF and local).
- Understand role of district vice presidents and state/provincial affiliate (if local is associated with one).
- Understand contract or fire department/organization's policy on canceling leave and ordering members to continuous extended duty beyond normal operations.
 - > What is timeframe to report for duty? What are the exceptions to cancel pre-approved leave?
 - > What if members cannot report to work? What if members are delayed?
- Create a local demo/salvage team.

FIRE DEPARTMENT POLICIES AND PROCEDURES

Local leadership must pre-plan for disasters with fire department leadership, including plans for extended operational periods, member accountability, and consistent communications.

- Staggered staffing schedule at station with all-hands response
 - > Appropriate work/rest ratio
 - > Rehydration
- Station capacity for additional personnel
 - > Plan appropriate amount of station supplies (e.g., cleaning, disinfectants, laundry, toilet paper, etc.)
 - > Identify stations at-risk for flooding (in flood zone) and/or hurricane damage
- Ongoing maintenance and testing of station generators
- Member planning for extended duty.
 - > Extra socks, underwear, work clothing
 - > Sleeping bag/pillow
 - > Toiletries, laundry detergent, toilet paper (in case station runs out of supplies)
 - > Phone charger
 - > Non-perishable food, snacks, bottled water/drink
- Food/water/canteen services
- Family assurance/accountability liaisons
 - > Staff assigned specifically for this communication
 - > Family accountability/well-being

- > Designated fire department phone number and email for families to contact (if service is available)
 - o For on-duty member check
 - o For fire department information
- IAFF peer support services (coordinated with command)
 - > For all affected members and other fire department personnel
 - > Dispatchers
 - > For family members
- Exposure tracking
 - > If there is no exposure tracking in the fire department reporting system, tracking will be available through the National Fire Operations Reporting System (NFORS) career diary (this App should be downloaded by all members to track all operational exposures, even before a disaster strikes.)

INITIAL FIRE DEPARTMENT COMMUNICATIONS TO MEMBERS

1. When to report for duty
2. Where to report
3. How long to anticipate disaster duty
4. What to bring (e.g., extra clothing, food, water, sleeping bag, etc.)
5. Where family members can call to check status and safety of member (dedicated fire department phone line)

MEMBER HEALTH AND SAFETY

- Vaccinations should be up to date.
 - > Includes hepatitis A & B, tetanus. Hepatitis A vaccine offered to personnel with frequent or expected exposures to contaminated water (per NFPA) or high-risk duties, such as Urban Search and Rescue, Swiftwater or SCUBA.
- Annual medical exams, including baseline tests.
 - > Tests such as pulmonary baseline tests are beneficial to track long-term effects of exposures and can assist with future worker's compensation claims.
 - > Conform to NFPA 1582 Standard on Comprehensive Occupational Medical Program for Fire Departments.
- Disaster post-exposure medical exams.
 - > Based on signs and symptoms (<https://www.iaff.org/disaster-relief/#medical-exam>)

PERSONAL PROTECTIVE EQUIPMENT (PPE) AND TOOLS/EQUIPMENT

- Research the quality and quantity of supplies and PPE (nitrile gloves, N95 masks, safety glasses, biohazard suits, etc.) available for crews during and after the disaster.
- Set guidelines on the use of structural PPE gear for uses other than structural firefighting.
 - > If structural PPE gear is used for other purposes at a disaster, a second set should be available for structural firefighting only.
- Structural PPE gear shall be decontaminated, cleaned, sanitized and dried according to manufacturer recommendations and NFPA standards.
- All tools, equipment and apparatus shall be decontaminated and cleaned after disaster operations.

DISTRICT VICE PRESIDENT AND STATE/PROVINCIAL ASSOCIATION

The District Vice President (DVP) and state/provincial affiliate's primary role during a disaster will be coordinating the response and recovery for the local area impacted by a disaster. Following a disaster, local leaders may be committed to the response and recovery efforts taking place within their respective communities. Therefore, it is important that the district vice president and state/provincial affiliate play a role in the disaster planning process. It is important to understand the diversity of threats that may challenge each individual state/province.

During the preparedness phase, the district vice president and state/provincial affiliate can work to identify partnerships that may be beneficial to members during the response and recovery phase. This can include engaging stakeholders who may be able to provide temporary housing, such as universities, armories, hotels, conference centers, camps or campgrounds. Bus companies may be able provide transportation or distributors can provide food, water, baby formula or diapers. Universities, hotels and conference centers may also be able to provide kitchens for food preparation.

The district vice president and state/provincial affiliate leaders should work with their local leaders to ensure that the following information is both available and up to date prior to a disaster. This can be accomplished through state/provincial and district caucuses, state/provincial conventions and educational forums.

- Know IAFF resources — Geographic Information Systems (GIS), weather tracking, member lists in affected areas, financial disaster relief, disaster operation coordinated command, Go Team, communications
- Coordinate role of state/provincial affiliate resources with IAFF resources
- Ensure locals understand disaster pre-planning and coordination with fire department
- Ensure all members in district have current physical address (not just PO box), phone and email contact in IAFF member database and SMART system
- Ensure members have only one IAFF member ID
- Ensure that the information for their families and their beneficiaries is up to date

Below are some of the resources that the state/province may be required to assist with following a disaster:

- Housing or shelters
 - > Relocation for family members
 - > Temporary housing for members while off duty
- Basic personnel hygiene products
- Mobile shower and laundry facilities
- Mobile laundry equipment capable of cleaning PPE
- Childcare
- Pets (including farm animals)
- Food (mobile kitchens, food trucks)
- Water
- Communications equipment (hotspots, cell phones, computers, radios)
- Transportation
- Damage assessments

LONG-TERM PREPARATIONS

- Assistance Teams — Members from areas that could be used to support operational, logistical and work teams.
- Communications - SMART messaging for disaster status check.
- IAFF SMART has the ability to send texts and email if text delivery is unsuccessful, as well as surveys to all members for which the IAFF has data, regardless of their local's status with SMART.
- Surveys allow the IAFF to directly message members and ask for a brief and standardized situation report on their home status during and immediately after a natural disaster.
- SMART will custom build a messaging universe for each disaster based on member lists from the risk modeling done by the IAFF. SMART will also include a copied recipients list (cc) that adds key stakeholders and leaders who would not normally receive the communication based on risk profile but need to be aware of direct member communications.
- Survey results are aggregated in a SMART dashboard that key operations personnel and stakeholders will have access to, including individual member responses. The SMART system will also automatically create sub-groups for future communications based on survey responses.
- If IAFF districts, state/provincial organizations or locals have other communications platforms that members regularly use, a primer message from that trusted platform validating the legitimacy of the forthcoming survey can be helpful but is not required. SMART will provide the phone number used for the outgoing message so that it can be shared over these alternative communications channels.
- The SMART survey tool is just that — a tool. It will not replace, but will serve to support, other more traditional forms of member outreach to obtain status reports on members and their homes. Expectations should be tempered as members may have outdated contact information, communications infrastructure may be compromised, and members may be skeptical of a request for information from an unknown phone number.

SAMPLE SMART MESSAGE

MESSAGE 1:

The IAFF Disaster Operations Team will be sending you a survey about the status of your home. This is official IAFF communications. Please respond to help us better provide you and your family any support you need.

MESSAGE 2 (Survey):

IAFF Member Status Survey. Please select from the list below and reply with the corresponding number:

1. Home Ok/Not Threatened
2. Home Status Unknown
3. Home Damage/Request Assistance
4. Home Damage/No Assistance Required
5. Home Uninhabitable

Note: The cc list automatically adds interested parties who would not normally receive the communications so that they are aware of what is being sent in real time to members.

IAFF Disaster Relief Go Team Response

The purpose of the IAFF Disaster Relief Go Team is to provide command and control assistance to district vice presidents and local presidents. The Go Team is deployed by the General President upon request from the local/district vice presidents.

Responsibilities include:

- Using the Disaster Assistance Response Tool (DART), receive, track, and assign member assistance teams (MATs) to requests for service at members' damaged homes
- Receive requests, track, and distribute financial aid to members displaced from their homes due to catastrophic damage
- Coordinate water, food, and fuel, and equipment requests based on availability
- Coordinate and schedule members of incoming MATs based on ongoing needs throughout the operational period
- Work together with IAFF staff to communicate with members in the affected area
- Participate in the planning of demobilization activities, including communications and hand-off to local leaders



I. IAFF Long-Term Preparation

A. Member Education and Personal Preparedness

1. Value of home insurance
 - a) Understanding policy
 - b) Importance of flood insurance in flood-prone areas
 - c) Coverage in wildfire prone areas
 - d) Photos and video of interior and exterior damage prior to salvage and temporary repairs
2. Pre-incident planning for the home (outlined in the member preparedness section of this guide)
3. IAFF, state/provincial affiliate and local information in member database
 - a) Member ID # (only one #)
 - b) Ensure address is current
 - c) Ensure phone and email are current
 - d) Ensure local officers and contact information are current
4. IAFF Trailer Policy
 - a) Ensure IAFF disaster trailers are equipped, maintained and ready
 - b) Ensure agreements are current between the housing entity and IAFF

II. IAFF Short-Term Preparation

A. Geographic Information System (GIS)

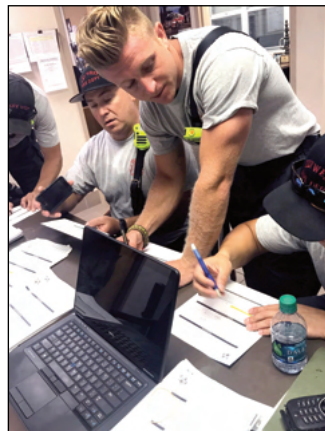
1. Interactive mapping shows active weather, including hurricanes, flooding and wildfires as they occur
2. Map potential impact areas
3. Create an interactive map of the specific incident with a list of the members who reside within the impact area

B. Disaster Relief Financial Assistance

1. Provide debit cards
 - a) Ensure application forms are current
 - b) Assign staff or Go Team member(s) to process requests, distribute, and track financial aid cards and ensure they have value.

C. Initial Coordination with district vice president, state/provincial affiliate and locals

1. Ongoing meetings with IAFF staff, Go Team, local leaders, state/provincial affiliate leaders, district vice presidents in affected or potentially affected areas.
 - a) Gather information on the situation
 - b) Determine immediate resource needs
 - c) Analyze available options
 - d) Determine Disaster Relief Go Team availability and status
 - e) Determine what needs to be done, responsibilities, who will do what and coordination among groups
 - f) Determine the staffing needed from IAFF, state/province and local to accomplish responsibilities
 - g) Determine where command is established
 - h) Determine if local can provide work area for command center and provide web access, access to printers and copiers
 - i) Determine communication/phone service needs
 - j) Determine if UPS is delivering or when service will begin and provide address for supplies/resources shipped from IAFF
 - k) Establish Google voice phone number (or similar) and disaster email for member assistance



D. IAFF Go Team

1. Deploy as tasked by the General President, Chief of Field Services, Chief Medical Officer, and/or the AGP for Health, Safety, and Medicine Division (or their designee).
2. Assist in decisions about where to initially deploy
3. Assist with decisions to determine when and where to deploy equipment caches/trailers

III. Response

A. IAFF Headquarters

1. Coordinate and communicate with IAFF Disaster Relief Go Team (if deployed) and district vice presidents.
2. Determine if any IAFF personnel will respond or operate from office.
3. Conduct morning meetings (if deemed necessary by command) with district vice presidents and Go Team.
4. Conduct afternoon meeting (if deemed necessary by command) with General President, General Secretary-Treasurer, appropriate staff and command.
5. Provide GIS services as needed by command.
6. Coordinate NFORS Exposure Tracking for locals.

B. Go Team and district vice presidents

1. **Initial meeting with local leaders, state/provincial affiliate leaders, district field service representatives (DSFR) at command center.**
 - a) Determine immediate resource needs
 - b) Determine the plan, needs and responsibilities, and coordinate resources
 - c) Explain command structure
 - d) Determine the staffing needed from local and state/province to accomplish responsibilities
 - e) Local or state/province to provide contacts to assist Go Team
 - f) Obtain cell phone and email of all persons in command center operations
 - g) Communicate with representatives at FirstNet by AT&T to ensure communications needs are met
2. **Disaster financial debit card distribution**
 - a) Count and compare all debit card ID numbers with inventory sign-off sheets prior to distribution
 - b) Establish a private area/room for distribution of disaster financial cards, if distributing at command center
 - c) Local to provide person to assist Go Team in determining if aid recipients are members of local and to assist in IAFF membership numbers/addresses from database (IAFF and Local)
 - d) District vice president and Go Team to approve individuals for any in-field distribution
3. **Resources/Supplies**
 - a) Obtain all required supplies
 - b) Identify donations needed and not needed
 - c) Secure area for drop off and distribution of supplies
 - d) Control inventory of high-cost items, such as chain saws, generators, fuel, etc.
 - e) Distribution plan for excess donated supplies not needed in IAFF cache



4. Demolition/Mucking/Salvage

- a) Using the Disaster Assistance Response Tool (DART), receive, track, and assign member assistance teams (MATs) to requests for service at members' damaged homes
 - Local/state/province to provide assistance to Go Team
- b) Coordinate and schedule members of incoming MATs based on ongoing needs throughout the operational period
 - Coordinate assistance
 - > Determine if housing is available
 - o Avoid use of firehouses
 - > Nearest geographic local members first
 - > Members that can drive in/out same day
 - > All other members providing assistance
 - > Incoming members assisting are advised to provide own tools.
Command can request IAFF Communications send email requesting MAT availability and specifying requirements for MATs.
- c) Coordinate Heart 911 team

5. EMS/Medical needs

- a) Determine high-cost needs for the members
 - Hepatitis and tetanus vaccinations
 - Obtain vaccinations and secure delivery/return
 - Medication control approval
 - Arrange personnel for vaccinations
 - Waivers
 - Coordinate through IAFF (Technical Assistance/Information Resources Department)



6. Peer Support Teams

- a) Coordination with peer team leader
- b) IAFF peer team assignments made by peer team leader
- c) Coordinate with local/fire department resources
- d) Fire fighters from local(s) needed to drive teams to stations
- e) Vehicle rental and housing arrangements by IAFF headquarters staff

7. IAFF Public Relations/Communications

- a) Set up IAFF disaster flags outside operation center (or each center)
- b) IAFF logo on wall in the interior
- c) IAFF magnets on rental cars
- d) IAFF stickers on provided resources
- e) Have working teams take photos
- f) Take photos of IAFF disaster operation center/area
- g) Text communications to members via SMART system
- h) Email communication to members in potential affected area

8. Daily Command Meetings and Reports

- a) Command center team meets each day to communicate plans and assess needed resources
- b) Updates provided during daily meetings with IAFF Staff and/or the General President and General Secretary-Treasurer
- c) Use DART dashboard to track progress of assistance and trend in requests from members

IV. Recovery

A. Demobilization Strategy

1. Discuss Go Team exit strategy with district vice president, state/provincial and local leaders.
2. Monitor service requests for downward trend and completion.
3. Gradually turn over operations to district vice president and local leaders.
4. Determine shutdown time for IAFF disaster hotline phone number and communicate to members via social media, text and/or email.
5. Contact IAFF mailroom to send UPS labels for return of Pelican cases with operation supplies (if return labels are not pre-printed and shipped with cases).
6. Make arrangement for UPS pick-up or take cases to UPS store.

B. Inventory

1. Supplies/equipment in cache
2. Supplies/equipment still on loan
3. Count remaining debit cards and compare to inventory/sign off list
4. GPS trackers, IAFF owned FirstNet by AT&T phones and charging units
5. IAFF office supplies and equipment

C. Final Operations Report

1. Services rendered
2. Supplies and equipment issued
3. Financial aid distributed
4. After-action review and recommendations



V. Resiliency

The IAFF's resiliency to disaster operations lies in the improvements, recommendations and lessons learned from the deployment of each disaster. Operations should become more efficient through the lessons learned and from the experience of disaster operations by the Go Team and senior IAFF staff.

As for fire departments and EMS services, NFPA 1600, Standard on Continuity, Emergency, and Crisis Management should be applied to public safety agencies to ensure their quick and efficient recovery as a system to be readily available to assist the community days, weeks and months after a disaster. This includes employee:



- Communication procedures
- Accounting for persons affected, displaced or injured by the incident
- Temporary housing, short-term/long term housing and the feeding and care of those displaced
- Mental health and physical well-being of individuals
- Pre- and post-incident awareness and preparation

A Centers for Disease Control and Prevention Health Hazard Evaluation of police officers and fire fighters after Hurricane Katrina determined that there were health conditions, as well as depressive or symptoms of post-traumatic stress disorder (PTSD). The high prevalence of symptoms for PTSD and major depressive symptoms among police and fire fighters are consistent with published research of increased risk for PTSD and depression after natural disasters.

Fire fighters and first responders experience stressors, such as extended working hours, sleep deprivation, hostile communities, separation from their families and destruction of their homes.

NIOSH and the Rand Corporation, while researching disaster planning and response, provided a comprehensive set of recommendations for the safety and health of the responders.

- Improve health maintenance by preparing and implementing sustainability measures (Rehab, work/rest, decontamination, food and drink)
- Provide medical care to responders during the early phase of a disaster response operation
- Protect the mental health of the response workforce by managing critical incident stress
- Improve long-term surveillance of responders' health following major response operations.

BUILDING RESILIENCE

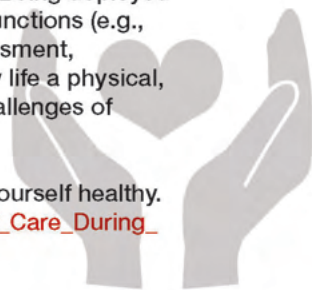
Despite increased awareness of behavioral health problems in the fire service, post-traumatic stress, substance abuse, burnout and suicide continue to plague our ranks.

We each have our own way of responding to life's challenges. Resilience is often thought of as the ability to bounce back from life's adversities or to withstand loss or change without losing oneself. Given the high rate of occupational trauma, the inherent stress of the job and the toll on family life, we know that fire and EMS personnel are an incredibly resilient population. Visit <https://www.iaff.org/behavioral-health/> to learn more.

WHEN DISASTER STRIKES: SELF-CARE FOLLOWING A DISASTER RELIEF OPERATION

Whether it's a devastating hurricane, aggressive wildfire or mass causality incident, IAFF members are ready to answer the call when disaster strikes. Being deployed for days or weeks at a time while tasked with performing critical functions (e.g., search and rescue, evacuation, humanitarian relief, damage assessment, restoration) in a devastated region can make readjustment to daily life a physical, social and emotional challenge. Given the mental and physical challenges of deployment, some deployed members will experience burnout.

Emotional and physical self-care is an important part to keeping yourself healthy. Visit www.iaff.org/wp-content/uploads/2019/04/Burnout_and_Self_Care_During_a_Disaster_Relief_Operation.pdf to learn more.



TALKING TO YOUR KIDS AFTER DISASTER

In the aftermath of natural or manmade disaster, many parents struggle with how to talk to their children. While fire service professionals are ready to respond to crises every day, responding to the emotional needs of children can be a more complex task. Talking to your kids after disaster is never easy, as every child responds to traumatic events differently. While you can't control what disasters and events occur in the world, you can support their ability to cope with tragedy. Visit www.iaff.org/wp-content/uploads/Tough_Talk_-_Talking_to_Kids_After_Disaster.pdf



TRAUMATIC EVENTS

UNDERSTANDING REACTIONS TO A POTENTIALLY TRAUMATIC EVENT (PTE)

You may have experienced a potential traumatic event (PTE), which is a powerful and upsetting incident that intrudes into daily life. PTEs are usually experiences that are life threatening or pose a significant threat to a person's physical or psychological wellbeing. An event may have little impact on one person but cause severe distress in another. Even though the event may be over, you may now be experiencing — or may experience later — some strong emotional or physical reactions. It is very common for people to experience emotional reactions and other symptoms when they have been involved in a potentially traumatic event.

Your reaction may last a few days, weeks, months or longer, depending on how you process the event. This is a normal response. In the event these waves of emotions do not level off or subside in one to two weeks, it may be beneficial to get a clinical referral from the peer support team to assist you in processing the events affecting you. If symptoms last longer than four weeks or greatly impair daily functioning, you may be coping with post-traumatic stress disorder (PTSD), which requires clinical intervention.

Visit www.iaff.org/wp-content/uploads/Peer-Support-Traumatic-Event-Brochure-2022_v2Fillable.pdf to learn more.

POST-TRAUMATIC STRESS, ACUTE STRESS DISORDER & POST-TRAUMATIC STRESS DISORDER: WHAT'S THE DIFFERENCE?

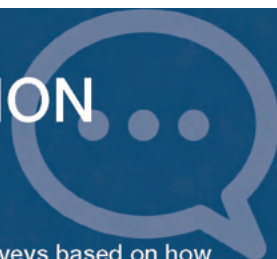
With increased awareness of post-traumatic stress in the fire service, it's important to know what post-traumatic stress is and what it is not. Post-traumatic stress (PTS) is a normal reaction to any event that threatens violence or the loss of life. You may personally experience the event, see the event happen to someone else or have direct exposure to aversive details of the event in its aftermath.

At some point in their career, most fire fighters and paramedics will experience post-traumatic stress. Symptoms usually subside within a few days or weeks and do not significantly impair daily functioning. Post-traumatic stress is NOT recognized as a mental health disorder and often requires no treatment intervention.

To learn more about the differences between these disorders, visit www.iaff.org/wp-content/uploads/2019/04/PTSD_Acute_Stress_flyer_2018.pdf

For more information on other behavioral health topics, visit www.iaff.org/behavioral-health.

SMART COMMUNICATION HIGHLIGHTS



- Quickly create and send SMS Text Communications to selected members.
- SMART uses dynamic Distribution Lists to group together members based on filters such as Active, Retired Members or members assigned to a specific shift.
- IAFF, State Associations, Local Officers, and Members have ability to update member information such as mobile numbers within the same platform. This ensures communications are being sent to the most up to date mobile numbers.
- Surveys can be created then distributed to selected members based on Distribution Lists through text message communications.
- Filter completed surveys based on how your members answered and create a new Distribution List from those results.
- Officers or Administrators have visibility to all communications.
- Text message communications are also accessible within the SMART platform in a member's record. Members can log in and view all communications that have been sent to them.
- Engagement measurement – easily verify success rate of completed communications. SMART can identify if a text message reached your member or if it failed.
- Millions of SMS Communications sent via SMART.



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Learn more at [FirstNet.com/fire](https://firstnet.com/fire) or scan this QR code:





The IAFF represents more than 330,000 professional fire fighters and emergency medical personnel from 3,500 affiliates across the United States and Canada. IAFF members protect more than 85% of the population in communities throughout the United States and Canada.

When disaster strikes, our members are the frontline responders tasked with saving lives and property and rebuilding communities.

Learn more at www.iaff.org.

DISASTER PREPAREDNESS GUIDE APPENDIX



FOR EMERGENCIES ONLY

For police, fire or paramedics...

CALL 9-1-1

Or if you can't, TEXT to 9-1-1

What is the address of the emergency?
State the type of location.



House?



Business?



Apartment?



What is the phone number?

(___) ___ - ____



What is happening?



Accident?



Fire?



Medical?



Crime?

Meet with the first responders.
Help is on the way.

If it is safe, meet with
the first responder



If possible,
open the garage door
and turn on the light



GET INFORMED



- 30 Important Alert Systems**
- 32 Hurricanes/Tornadoes**
- 34 Earthquakes**
- 36 Tsunamis**
- 38 Adverse Weather**
- 40 Storms and Floods**
- 42 Power Outages**
- 46 Wildland Fires**
- 48 House Fires**
- 52 Active Shooter Response**
- 54 Terrorism**
- 56 Disease Outbreak**

IMPORTANT ALERT SYSTEMS

It is important to know how alert notifications will be transmitted to the community before, during and after an emergency. Here are some of the ways you can expect to find important emergency information:

WIRELESS EMERGENCY ALERTS (WEA)

During an emergency, alert and warning officials need to provide the public with life saving information quickly. Wireless Emergency Alerts (WEAs), made available through the Integrated Public Alert and Warning System (IPAWS) infrastructure, are just one of the ways public safety officials can quickly and effectively alert and warn the public about serious emergencies.

COMMERCIAL MEDIA

Listen or watch broadcast stations for regional emergency alert information for your city and the surrounding areas. Important information will be provided with Closed Captioning (CC) or with a sign language interpreter.

WEBSITES

www.nws.noaa.gov

Sign up for weather related web feeds that are sent directly by text or email.

City/County updates after a disaster will list shelter locations and other essential information.



TIP: Remember that your car radio might be the easiest way to listen to emergency broadcasts.

EMERGENCY INFORMATION



ALERT SYSTEMS



BROADCASTERS

AM / FM

____ FM ____ FM ____ AM
____ FM ____ AM ____ AM



SATELLITE RADIO

SiriusXM Channels _____
FOX NEWS CH. _____
CNN NEWS CH. _____

SMARTPHONE ALERTS

Smartphones have alerting apps for emergency notifications.

These apps may warn you of earthquakes, wildfires or other hazardous emergencies.

Shake Alert

ShakeAlert

ShakeAlert sends you notifications when a 4.5 or greater earthquake happens in California, Oregon and Washington state, often before you feel shaking.



citizen

Crime and safety alerts with real-time updates, including user-generated information of incidents reported to 9-1-1.

HURRICANES

BEFORE



Build an emergency kit and make a family communications plan.



Learn community evacuation routes. If you are told to evacuate, **LEAVE!**

Make sure you have enough food and drinking water to last at least three days.



DURING



If not ordered to evacuate, take refuge in a small interior room, closet or hallway

Stay away from windows, skylights and glass doors



If the eye of the storm passes in your area, there will be a short period of calm — continue to wait until the full storm is over.

AFTER

If you evacuated, return home only if officials say it is safe.



Drive only if necessary and avoid flooded roads and washed-out bridges.



Keep away from dangling power lines and report them immediately to the power company.

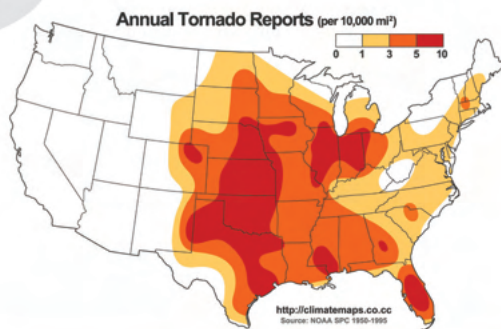


NEVER use a generator inside homes, crawlspaces or sheds — even when using fans or opening doors and windows for ventilation.

TORNADOES

1,200
TORNADOES
HIT THE U.S. EACH YEAR

An estimated 17% of Americans live in a tornado-prone zone, but they can touch down anywhere.



Make sure you **DUCK** during a tornado!

Down - Get down to the lowest level

Under - Get under something

Cover your head

Keep in the shelter until the storm has passed

EARTHQUAKES

EARTHQUAKE MAGNITUDE SCALE

1-1.9	2-2.9	3-3.9	4-4.9	5-5.9	6-6.9	7-7.9	8-8.9	9-9.9
Micro	Minor	Light	Moderate	Strong	Major	Great		
Vibration detected		Building damage		Building damage		Devastating		

BEFORE THE EARTHQUAKE

1. SECURE YOUR PLACE

Identify hazards and secure movable items.



2. PLAN TO BE SAFE

Create a disaster plan and decide how you will communicate in an emergency.



3. ORGANIZE DISASTER SUPPLIES

In convenient locations.



4. MINIMIZE FINANCIAL HARDSHIP

Organize important documents, reinforce your property, and consider insurance.



DURING THE EARTHQUAKE

1. DROP COVER AND HOLD ON

When the earth shakes. See illustrations on the next page.



2. IMPROVE SAFETY

After earthquakes by evacuating if necessary, helping the injured and preventing further injuries or damage.



PROTECT YOURSELF DURING EARTHQUAKES!

IF POSSIBLE



DROP!



COVER!



HOLD ON!

USING
WHEELCHAIR



LOCK!



COVER!



HOLD ON!

For more information: www.earthquakecountry.org

AFTER THE EARTHQUAKE

1. CHECK AREAS

If it is safe, check for gas and water leaks and broken electrical wiring or sewage lines. If there is damage, turn the utility off at the source and immediately report gas leaks to your utility company.

2. STAY CLEAR

Stay away from downed power lines and warn others to stay away. **AVOID GAS**; do not attempt to re-light the gas pilot unless your gas line has been thoroughly inspected. Call the gas company for assistance.

3. PUBLIC SAFETY

Cooperate fully with public safety officials and follow instructions; they are trained to ensure safety. **AVOID DRIVING**. Do not use your vehicle unless there is an emergency.

4. AFTERSHOCKS

Be prepared for aftershocks. Stay calm and help others. **NOTIFY CONTACTS** if you evacuate and leave a message at your home telling family members and others where you can be found.

TSUNAMIS

WHAT IS A TSUNAMI?

Tsunamis, also known as seismic sea waves, are a series of enormous waves created by an underwater disturbance such as a landslide, volcanic eruption and, most commonly, an earthquake. After a disturbance has occurred, the first wave in a series could reach the beach in a few minutes,

even before a warning is issued. Areas are at greater risk if they are less than 25 feet above sea level and within a mile of the shoreline. Drowning is the most common cause of death associated with a tsunami. Tsunami waves and the receding water are very destructive to structures in the run-up zone.

SIGNS OF A TSUNAMI



Rapid change in water levels may be an indication of an approaching tsunami.



An earthquake may be your only warning of an approaching tsunami, so act quickly.



If you notice water has pulled back or run out, creating an empty beach, this may be a tsunami warning.

Open Water

Crest

Wavelength

For inundation maps and more information, go to: tsunamizone.org



BEFORE

Build an emergency kit and make a family communications plan.



If you are a tourist, familiarize yourself with local tsunami evacuation routes.



After an earthquake, turn on your radio and listen for tsunami warnings.



DURING

Move to high ground or inland and away from water immediately. Never go to the beach to watch or surf a tsunami wave.

Follow local evacuation signage.

Help your neighbors who may require assistance.



AFTER

Return home only after local officials tell you it is safe.



Go to a designated public shelter if you have been told to evacuate or you feel it is unsafe to remain in your home.

Stay away from debris in the water; it may pose a safety hazard to people or pets.

Heights up to 100 feet
(damage starts at 1 foot)



ADVERSE WEATHER

SIX TIPS FOR EXTREME HEAT

When temperatures are high, prolonged sun exposure may cause dehydration, heat cramps, heat exhaustion and heat stroke. Never leave children, elderly people, or pets unattended in closed vehicles, even with the windows cracked open.

STAY COOL



Hydrate by drinking water or sports drinks. Avoid drinking alcohol.



Offer help to those in your neighborhood with limited access to air conditioning and transportation, such as seniors or those who are ill.



During peak heat hours, stay in an air conditioned area. Visit public facilities such as shopping malls, parks, and libraries to stay cool.



Stay out of the sun if possible. If you have to be in the sun, wear a hat, preferably with a wide brim.



Avoid unnecessary exertion, such as vigorous exercise during peak sun hours.



Wear light, loose-fitting clothing.



SIX TIPS FOR EXTREME COLD

Every year there are carbon monoxide poisonings from a barbecue, stove, or oven used as a source of warmth. A safe way to stay warm is by using central heating, electric heaters, and ventilated fireplaces.

STAY WARM



Check to make sure heating appliances are in good working condition and are placed at a safe distance from other items before using them.



Furnaces and fireplaces should be checked to ensure that chimneys or flues are not blocked to ensure proper ventilation.



A winter shelter program is available for seniors and those looking for a place to escape cold weather.



Install a carbon monoxide detector in your home to reduce the risk of poisoning.



If you use an outdoor generator, place it as far away from the home as possible.



Never use a grill, stove, or oven to heat your home.



TIP: A power outage may occur during extreme heat or cold weather events.

STORMS & FLOODS

SIX TIPS SAFETY TIPS FOR FLOODS



Have a plan in place before an evacuation is ordered.



Avoid walking or driving through flood waters.



Talk to your neighbors about their plans, and encourage them to evacuate early.



If there is a chance of flash flooding, move immediately to higher ground.



Turn on your TV/radio. You will receive the latest weather updates and emergency instructions.



Disconnect electrical appliances and do not touch electrical equipment.

WHEN IT'S RAINING

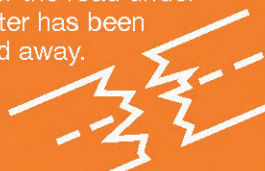
Plan to arrive at your home or destination in a safe area. Remain there until well after the storm has ended.



It could be hours or days until the rain stops. Be particularly alert when driving. Watch the road for collapsed pavement, mud, fallen rocks and other hazards.



Bridges may be washed out, and culverts may be clogged. When you see water across a roadway, there is no way to see whether the road under the water has been washed away.





BEFORE THE FLOOD



Assess the safety of your residence and belongings.



Clean drains and gutters around the house.



Plan for sandbags. Check with your city or county for pick up locations if sandbags are needed.



Maintain all slopes in a safe manner. Roots bring stability to soil.

DURING THE FLOOD



Do not cross rapidly flowing streams.



Check drainage systems at your home and driveways.



Watch for mudslides and adjust drainage to reduce mudslides.

AFTER THE FLOOD



Don't return to your flood-damaged home if the area is not safe.



Sandbags may help divert flood water, however, they are meaningless when there is significant debris flow.



Drive slowly and carefully as many roads may have mud, debris, holes and washed-out areas.



Assess damage; check hillsides, houses.

POWER OUTAGES

BEFORE A POWER OUTAGE

1. BUILD

Build or restock your emergency preparedness kit, including a flashlight, batteries, cash and first aid supplies.



2. CHARGE

Charge cell phones and any battery-powered devices. Also keep alternative charging methods at all times.



3. LEARN

Learn about emergency plans by following your local power company's website for additional information.



4. FUEL UP OR CHARGE UP

Maintain the proper fuel or charge for your vehicle. If you use your car to re-charge devices, do NOT keep the car running in a garage, partially enclosed space or close to a home; this can lead to carbon monoxide poisoning.



5. BUY

Purchase ice or freeze water-filled plastic containers to help keep food cold during a temporary power outage.





DURING A POWER OUTAGE

1. NO FLAMES

Open flames are dangerous during a power outage. Only use flashlights for emergency lighting; candles can cause fires.



2. FOOD

Keep refrigerator and freezer doors closed. Most food requiring refrigeration can be kept safely in a closed refrigerator for several hours. An unopened refrigerator will keep food cold for about four hours.



3. POWER OFF

Turn off or disconnect appliances and other equipment in case of a momentary power surge that can damage computers and other devices. Consider adding surge protectors.



4. PURCHASE

If you are considering purchasing a generator for your home, consult an electrician or engineer before purchasing. Make sure the generator remains outside of the house.



5. DRESS

Dress to prepare for the weather. If it's cold outside, layer clothing to stay warm and never use the oven as a source of heat. During a heatwave, find places where it is cool and avoid layering clothes.



TIP: Visit your local power company's website for reported power outages and wait times.

POWER OUTAGES

AFTER A POWER OUTAGE

1. THROW AWAY

Throw away any food that has been exposed to temperatures 40° F (4 degrees Celsius) for two hours or more or that has an unusual odor, color or texture. When in doubt, throw it out!



2. CHECK

If food in the freezer is colder than 40° F (4 degrees Celsius) and has ice crystals on it, you can refreeze it.



3. RESTOCK

Restock your emergency kit with fresh batteries, canned foods and other supplies.



4. CONTACT

Contact your doctor or your local pharmacist if you're concerned about medications having spoiled.



5. RESET

Unplug any electrical appliances before resetting your circuit breaker to protect them from a power surge.

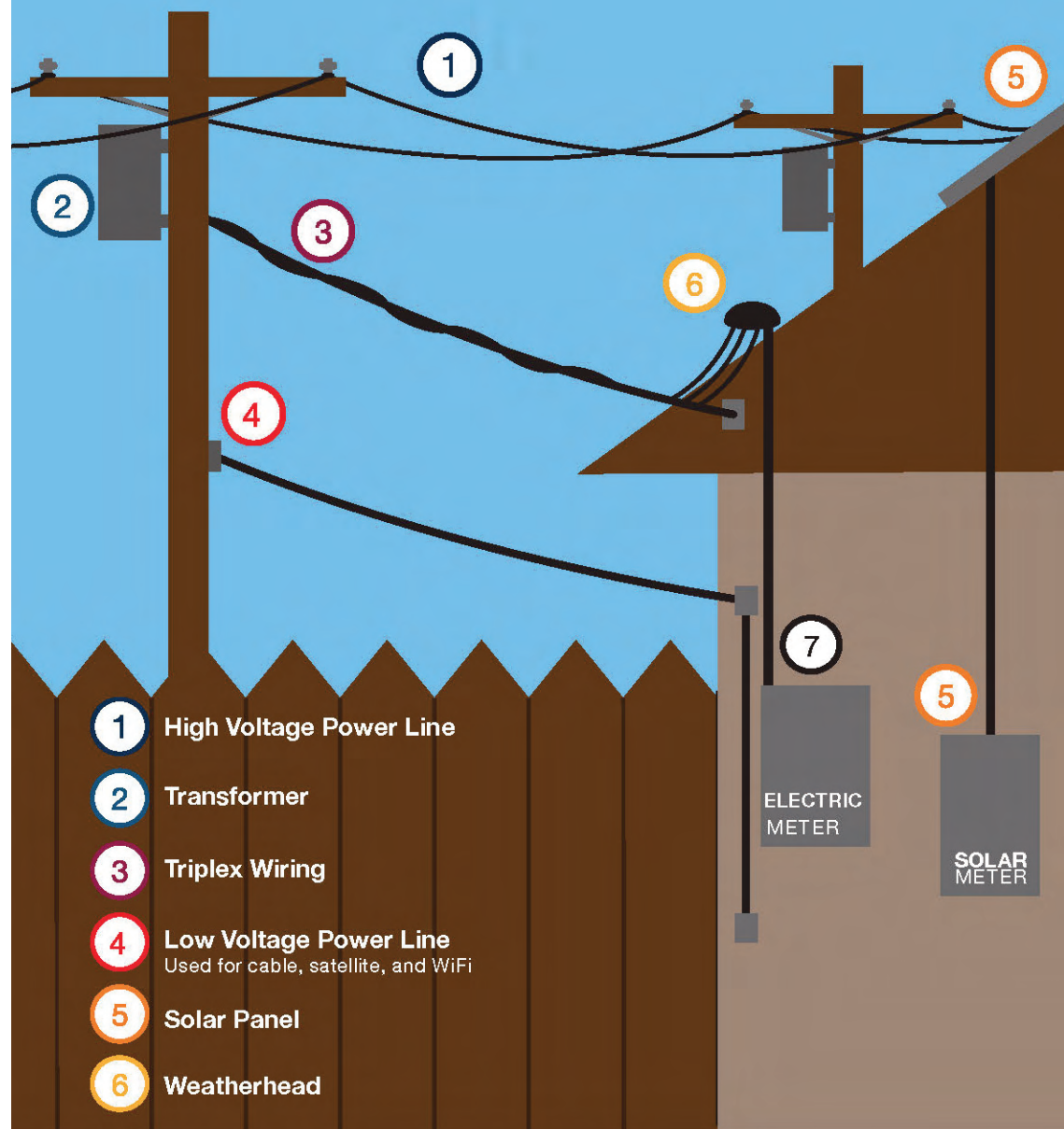


6. INFORMATION

Do not call 9-1-1 for information—call only to report a life-threatening emergency.



TIP: If electrical power lines are down, don't touch them. Keep your family and pets away. Report downed lines to 9-1-1.



WILDLAND FIRES

BEFORE THE FIRE

Park your car facing out and keep your keys with you.



Place important documents, records and digital files inside the car.



Unplug automatic garage door openers in case of power failure.



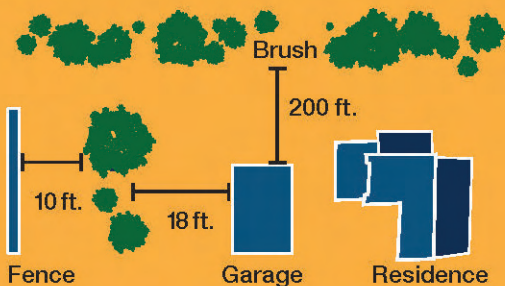
Have pet carriers and trailers ready to go.



Close all doors and windows inside your home. Leave all drapes and coverings open but leave lights on.



Move combustable materials away from exterior of home.



FIRE CODE

Check your local fire code.

Visit
for more info.

**Diagram not to scale.*



DURING THE FIRE

EVACUATE

Follow evacuation instructions from law enforcement and fire department officials. Call 9-1-1 if you are unable to evacuate.

STAY TOGETHER

Gather your family, pets and disaster supply kit. Leave your home or business immediately.

STAY CALM

Drive carefully at normal speeds. Do not park your vehicle in a traffic lane or safety area. Monitor road closures.



TIP: Pre-wetting your home and surrounding areas will not improve the safety of your home. It wastes valuable time and water.

AFTER THE FIRE

Check with your city or town to find out what roads are closed or damaged.

RETURN SAFE

Do not return home until authorities say it's safe. Wear appropriate shoes and clothing, and wet debris down to minimize breathing in dust particles.

CLEAN UP

Make sure your utilities are operational. Do not use contaminated water. Throw out any food exposed to heat, smoke or soot.

STAY ALERT

Maintain a fire watch. Check your home (including the roof and attic) for smoke, sparks or hidden embers—hot spots and other hazards can flare up without warning. Leave at once if you smell smoke. Call 9-1-1 to report fire.

RECORD DAMAGES

Be sure to photograph any damages to your property for insurance purposes.

HOUSE FIRES

BEFORE A FIRE

E. D. I. T. H

E Exit
D Drills
I In
T The
H Home

WINDOWS

Make sure that windows are not stuck, screens can be taken out quickly and that security bars can be properly opened.

1

ESCAPE ROUTES

Find two ways to get out of each room (door or window)

2

DURING A FIRE

CRAWL, EXIT AND CALL 911

Crawl low under any smoke to your exit. If you see, smell or hear a fire, exit immediately and call 911.

EVACUATE AND ASSIST

Evacuate early. Remove loved ones, pets and assist neighbors and those with disabilities.

CALL 9-1-1

If you can't get to someone needing assistance, call 9-1-1 for help.

3

SEAL DOORS AND VENTS

If unable to evacuate, shelter in place, call 9-1-1 to report your location, seal doors or vents if possible.

4

FEEL THE DOOR FOR HEAT

Feel the doorknob with the back of your hand; if hot leave the door closed and use another way out.

5

AFTER A FIRE

CHECK FOR SAFETY

Check with the fire department to make sure your residence is safe to enter. Be watchful of any structural damage caused by the fire.

RELIEF SERVICES

Contact the Red Cross if you need temporary housing, food and medicines.

6

UTILITIES

The fire department should see that utilities are either safe to use or are disconnected before they leave. **DO NOT** attempt to reconnect utilities yourself.

7



***Read
BEFORE, DURING,
AFTER tips and
compare them
to the home
diagram below.**



RECOVERY

Contact your insurance company for detailed instructions on protecting the property. If you are not insured, contact private organizations such as the American Red Cross or Salvation Army for aid.

INVENTORY DAMAGES

Maintain an inventory of damaged property and items. Protect valuable documents and records.

COLLECT DOCUMENTS

Save receipts for any money you spend related to fire loss. They may be needed by your insurance to verify loss claims on income tax.

HOUSE FIRES

TIPS ABOUT FIRE

FIRE IS FAST!

In less than 30 seconds, a small flame can turn into a major fire. It only takes minutes for thick black smoke to fill a house or for it to be engulfed in flames.

FIRE IS DEADLY!

Fire starts bright, but quickly produces black smoke and complete darkness.

FIRE IS HOT!

Heat is more threatening than flames. Room temperatures in a fire can be 100 degrees Fahrenheit at floor level (37 degrees Celsius) and rise to 600 degrees Fahrenheit (315 degrees Celsius). Inhaling this super-hot air will scorch your lungs and melt clothes to your skin.

FIRE MAKES DEADLY SMOKE!

Smoke and toxic gases kill more people than flames do. Fire produces poisonous gases that make you disoriented and drowsy. Asphyxiation is the leading cause of fire deaths, exceeding burns by a three-to-one ratio.

OPERATING A PORTABLE FIRE EXTINGUISHER

P.A.S.S

Pull



Pull the pin

Aim



Aim the nozzle or horn low at the base of the fire

Squeeze



Squeeze the handle to release the agent

Sweep



Sweep from side to side at the base until the fire is out.



SMOKE ALARMS

NEVER DISABLE

Never disable a smoke alarm while cooking – it can be a deadly mistake.



ALARM BATTERIES

Test batteries monthly. Replace batteries in battery- powered and hard-wired smoke alarms at least twice a year.



ALARMS ON EVERY FLOOR

Install smoke alarms on every level of your home, including the basement, both inside and outside of sleeping areas.

REPLACE ALARMS

Replace the entire smoke alarm unit every 8-10 years or according to manufacturer's instructions.



Fire burns but smoke kills. Smoke alarms save lives. That's why it's important to have functioning smoke alarms throughout your home.

SMOKE ALARM SAFETY FOR PEOPLE WITH DISABILITIES

AUDIBLE ALARMS

Audible alarms for people with visual disabilities should pause with a small window of silence between each successive cycle so that they can listen to instructions or voices of others.

VIBRATING/FLASHING ALARMS

Smoke alarms with a vibrating pad or flashing light are available for people who are deaf or hard of hearing.



Smoke alarms with a strobe light outside the home may catch the attention of neighbors. Emergency call systems for summoning help are also available.



TIP: Do not touch the plastic discharge horn on CO2 extinguishers; it gets very cold and may cause skin damage. Put used fire extinguishers on their side so no attempt will be made to use them until they are recharged.

ACTIVE SHOOTER RESPONSE

CALL 9-1-1



RUN

HIDE

FIGHT

TEXT 9-1-1 ONLY WHEN SAFE

RUN AND ESCAPE IF POSSIBLE



Getting away is your top priority.



Leave behind any heavy belongings.



Help others if you can, but you must escape.



Warn others to stay away from the area.



HIDE IF ESCAPE IS NOT POSSIBLE



Stay out of the shooter's view.



Silence your electronics.



Block entrances and turn off lights.



TIP: The very first officers on scene will not stop to help the injured. Their top priority is to end the incident as fast as possible. Rescue teams will move in after the first officers. They will treat and move the injured to safety.



Groups should spread out when hiding.



Text to 9-1-1 and text message others to silently communicate.



Stay in place until given the all-clear signal.

FIGHT AS A LAST RESORT



Commit to your actions. FIGHT. Do not hesitate.



Rally others and attack together.



Be prepared to inflict severe injury to the shooter.



Throw objects or improvise weapons.

TERRORISM

As we've seen in the last several years, domestic and international terrorists can strike at any time. To combat the threat of terrorism, emergency services officials across all levels of government continue to work together to develop and implement effective strategies for preventing and responding to incidents.

TYPES OF TERRORISM



Arson



Bioterrorism



Chemical Attacks



Cyberterrorism



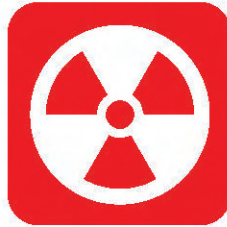
Hijackings



Suspicious Packages



Nuclear Attacks



Radiological Attacks



Shootings



TIP: Report a tip, lead or threat directly to the Joint Regional Intelligence Center at: www.JIRC.org,
(Select Private Sector/General Public Reporting.)



BEFORE AN ATTACK

SEE SOMETHING, SAY SOMETHING!

OBSERVE SURROUNDINGS

Terrorists look for high-visibility targets, such as sporting events, political conventions, international airports and high-profile landmarks.

REPORT THREATS

- Call or text to 9-1-1 or 1-877-A-THREAT
- Submit a tip, lead or threat at: www.jirc.org



WHEN TRAVELING

Keep track of your belongings—do not accept packages from strangers. Locate emergency exits and stairways for buildings, subways and crowded public areas.



TIP: Preparing for terrorist attacks is the same as preparing for fires, earthquakes and other emergencies.



Keep emergency supply kits.



Train for how to use fire extinguishers.



Practice evacuation drills and procedures.



Obtain training in CPR and first aid.



Establish a family meeting place.



Create an emergency communications plan.

DISEASE OUTBREAK



BEFORE A PANDEMIC

Have any non-prescription drugs and other supplies on hand, such as pain relievers, stomach remedies, cough and cold medicines and vitamins.



**Store
two weeks
worth of supplies.**



**Refill your
prescription
medications.**



**Maintain health
records in
a safe place.**



**Consider
vaccinations.**

DURING A PANDEMIC

Practice other good health habits. Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids and eat nutritious food.



**Stay away from
others who may
already be sick.**



**Cover
your cough.**



**Keep
hands clean.**

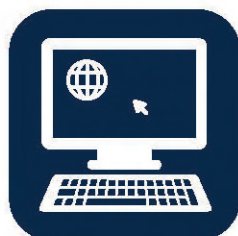


**Visit a
doctor.**

Visit these sites to learn about how to prevent the spread of disease.



www.cdc.gov
www.flu.gov
www.hhs.gov
www.redcross.org



HAVE A PLAN



- 58 **Evacuation Checklist**
- 59 **Evacuation Procedure**
- 60 **10 Essential Emergency Supplies**
- 61 **Personalize It**
- 62 **Water Storage**
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- 64 **Managing Utilities**
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- 71 **Shelter-In-Place**

THE EVACUATION CHECKLIST



EMERGENCY SUPPLY KIT



CASH AND CREDIT CARDS



OUT OF STATE CONTACT LIST



FAMILY PHOTOS



IMPORTANT DOCUMENTS

Social Security card, drivers license, passport, medical card and records of insurance information



CHANGE OF CLOTHING

for each family member



PERSONAL HYGIENE

toothbrush, toothpaste, shampoo, soap, lotion, deodorant and tissues



MEDICAL NEEDS

wheelchair, canes, walkers, medications, hearing aids and extra batteries



BABY

diapers, formula, food, change of clothing



PET CARE

identification and immunization records, carrier or cage, muzzle, leash, food and water



TIP: If time permits, prior to evacuating, consider taking photos or videos of your residence to assist in documentation of property. This may help provide information during the claims process.

EVACUATIONS



EVACUATION WARNING OR VOLUNTARY EVACUATION

Prepare to leave your home and the area. Gather your family, pets, basic needs and important paperwork and listen for instructions from emergency responders.



If you have special medical needs or have limited mobility, you should prepare to leave the area when an Evacuation Warning is issued. Those with horses or large animals should also begin to evacuate.



EVACUATION ORDER OR MANDATORY EVACUATION

A directive from the police department or fire department to leave your home or business immediately.



Failure to evacuate may result in endangerment to the lives of others, personal injury or death. Once you evacuate, you will not be able to return until the order has been lifted.

EVACUATION SHELTER

Shelter may be set up by the American Red Cross at the request of the city if an area must be evacuated for an extended amount of time. The location for an evacuation shelter will be announced by local officials.



SHELTER IN PLACE

Shelter indoors. Turn off air-conditioner or heating system seal the gaps around windows and doors. Listen to the radio for authorities to announce the threat has passed. You may also receive emergency alerts to your cellular telephone or a reverse 9-1-1 system on your landline telephone. Call 9-1-1 if you are unable to evacuate.

FLASH FLOODS

A flash flood WATCH means flash flooding is possible in your area. Be ready to evacuate.



If you evacuate, remember to leave your information inside your home so others know where you are planning to go. Be sure to include your out of area contact.

10 ESSENTIAL EMERGENCY SUPPLIES



At a minimum, your emergency supply kit should include these **10 essential items**.



1 WATER FOR 3-10 DAYS
(1 gallon per person per day)

2 FOOD FOR 3-10 DAYS
(including pet food)

3 MEDICATIONS
(prescription and non-prescription)

4 RADIO
(and extra batteries)

5 FLASHLIGHTS
(and extra batteries)

6 FIRST AID KIT
(bandages, disinfecting wipes, gauzes, medical tape)

7 CASH AND IMPORTANT DOCUMENTS
(small bills, coins, birth certificates, medical cards, licenses, USB)

8 SANITATION AND HYGIENE SUPPLIES

9 TOOLS
(wrench, duct tape, fire extinguisher, sturdy gloves)

10 CLOTHING AND STURDY SHOES



TIP: When purchasing a fire extinguisher, the best type is ABC, which covers combustibles, liquids and electrical fires. Be sure to check the expiration date on your extinguisher.

PERSONALIZE IT



Camping stove fuel, pots and pans, aluminum foil, paper cups, plates and plastic utensils



Emergency blankets or sleeping bags



Pet carriers and supplies for your animals and pets



Extra set of car, home and safe deposit box keys



List for emergency telephone numbers and contacts



Medication, portable toilet, toilet paper and plastic bags for human waste



Compass and maps



Pens, pencils, paper tablet to document incident



Toys, candy, crayons and books to keep children busy

Include items in your disaster kit that will help you and your family be comfortable and self-sufficient after a disaster. At a minimum, your emergency supplies should include these 10 essential items.

WATER STORAGE



STORE WATER

Keep bottled water in its original container and do not open it until you need to use it. Be sure to notice the expiration date or use by date. Store off the ground.

In an emergency situation, tap water may or may not be safe to drink or use. It is important to prepare for possible emergency situations ahead of time. It is also essential to know how to make contaminated water safe to drink and how to find alternative sources of water.



- Generally, a person needs to maintain 1 gallon of water to drink each day. Children, nursing mothers and others may need more.
- Consider water storage for your pets.
- Very hot temperatures can double the amount of water needed.



- Store water in thoroughly washed plastic, glass or enamel-lined metal containers.
- Before you access the water in your plumbing, locate the water inlet/shutoff valve for the house, condominium or apartment and turn off the water.



Pools, spas, toilet reservoirs and similar sources of water can be used for sanitary purposes only. **Do not drink** water from these sources. Water from these sources contain toxic chemicals and have a high potential of giving you diarrhea, causing dehydration.



TIP: Water from water heater tank may be boiling hot.

Recycle self-stored water every six months. Recycle commercially bottled water every 12 months. **WARNING:** The water stored in the water heaters is VERY HOT. Take precautions to avoid injury!

For more information about water, sanitation, and hygiene visit the Centers for Disease Control and Prevention at: www.cdc.gov

DRINKING WATER



In an emergency, you can use water already in your heater tank, plumbing and in ice cubes. Do not drink water from the reservoir tank of your toilet.

ACCESS WATER

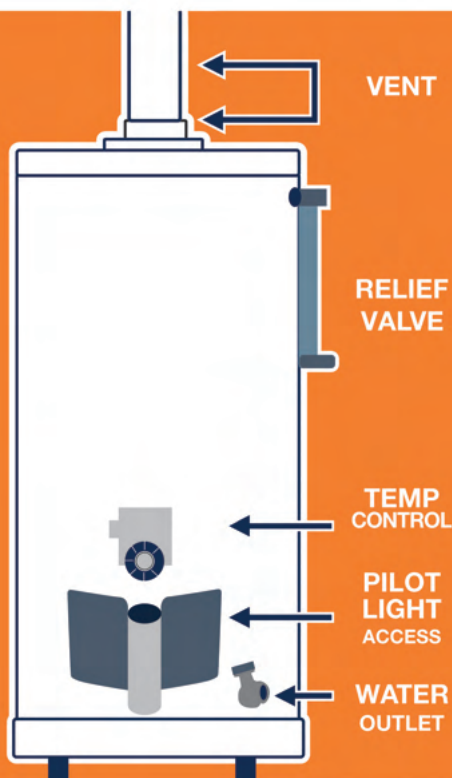
ACCESS RESERVES IN THE WATER HEATER:

- Use extreme caution. Let the water cool.
- Turn off cold water supply to the tank.
- Open the drain valve near the bottom.

Remember: Some sediment at the bottom of the tank may flow at first; continue to drain water until it becomes clear.

Don't forget to clean and sanitize your food and water containers before using them. Wash with soap and water, then fill them with a 10% bleach unscented solution. After 5 minutes empty the bleach solution and let air dry.

Water that is dirty should be first strained through a coffee filter, cheesecloth or a paper towel to remove suspended matter.



RATIOS FOR PURIFYING WATER WITH BLEACH

8 drops of pure unscented liquid bleach per gallon of water will reduce the contaminants in the water.



1 Quart Water:
4 Drops
of Bleach



1 Gallon Water:
8-16 Drops
of Bleach



5 Gallon Water:
1 TSP
of Bleach

If water continues to be murky or has an odor, add 1/8th teaspoon (or 8 drops of regular, unscented liquid household bleach) for each gallon of water, stir it well and let it stand for 30 minutes before you use it.

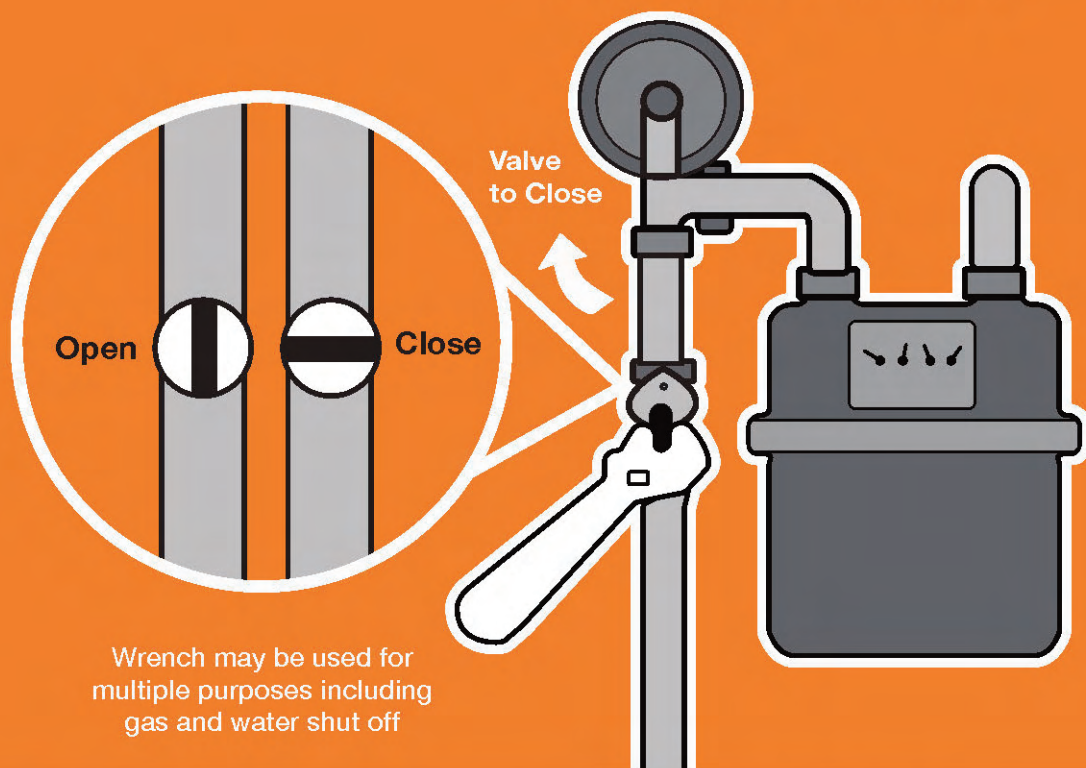
UTILITIES

GAS SHUT OFF

LOCATE GAS METER Learn the location of your gas meter and how to shut off the supply valve. **DO NOT shut off the gas supply valve** unless you smell or hear gas leaking. If you have natural gas (a line from the street) the main shut-off valve is located next to your meter.

TURN OFF GAS SUPPLY

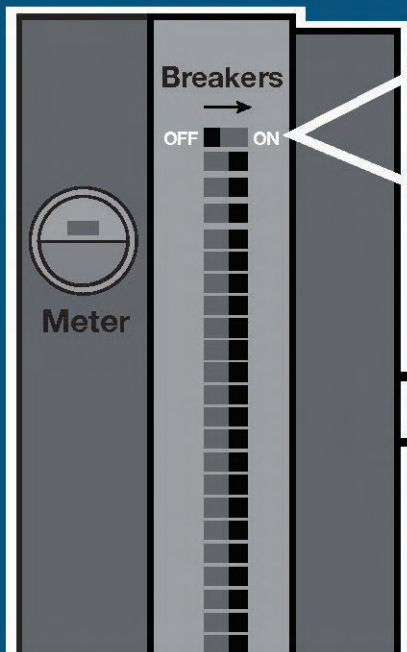
Use a wrench and carefully give it a quarter turn in either direction so that the bar runs crosswise on the pipe. Shut off valves covered with paint should be tapped gently to break the seal; forcing the valve can break it. If you have propane (gas in a tank), **turn off the main gas supply valve** if it is safe to do so.



TIP: Walk carefully around your property; look for downed power wires, water or gas leaks, and damage to the structure(s). **DO NOT** enter severely damaged buildings, especially alone. Wait for help and use safety gear.



ELECTRICITY SHUT OFF



1. TURN POWER OFF

Turn off individual breakers FIRST, then the main switch.

OFF



2. TURN POWER ON

Turn on the main switch FIRST, then individual breakers.

OFF

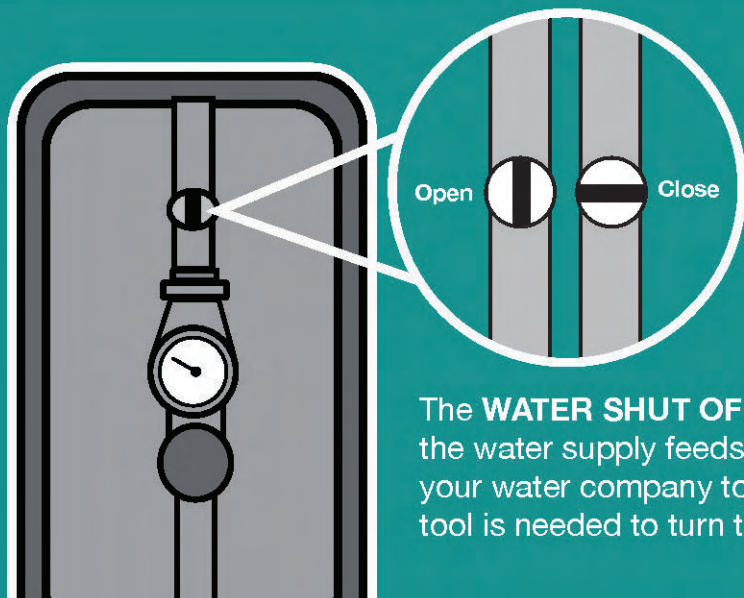


ELECTRICAL PANEL

Know where your electrical panel is and which breakers control power to your home. *(Be aware of sub panels in your garage or basement)*

Remember: **Do not** operate any electrical switches if a gas leak is suspected.

WATER SHUT OFF



The **WATER SHUT OFF** valve is found where the water supply feeds the house. Check with your water company to determine if a special tool is needed to turn the valve.

HOME SAFETY CHECK



GAS

Learn the location of your gas meter and how to shut off the supply valve.

DO NOT shut off the gas supply valve unless you smell or hear gas leaking.



FIRE EXTINGUISHERS

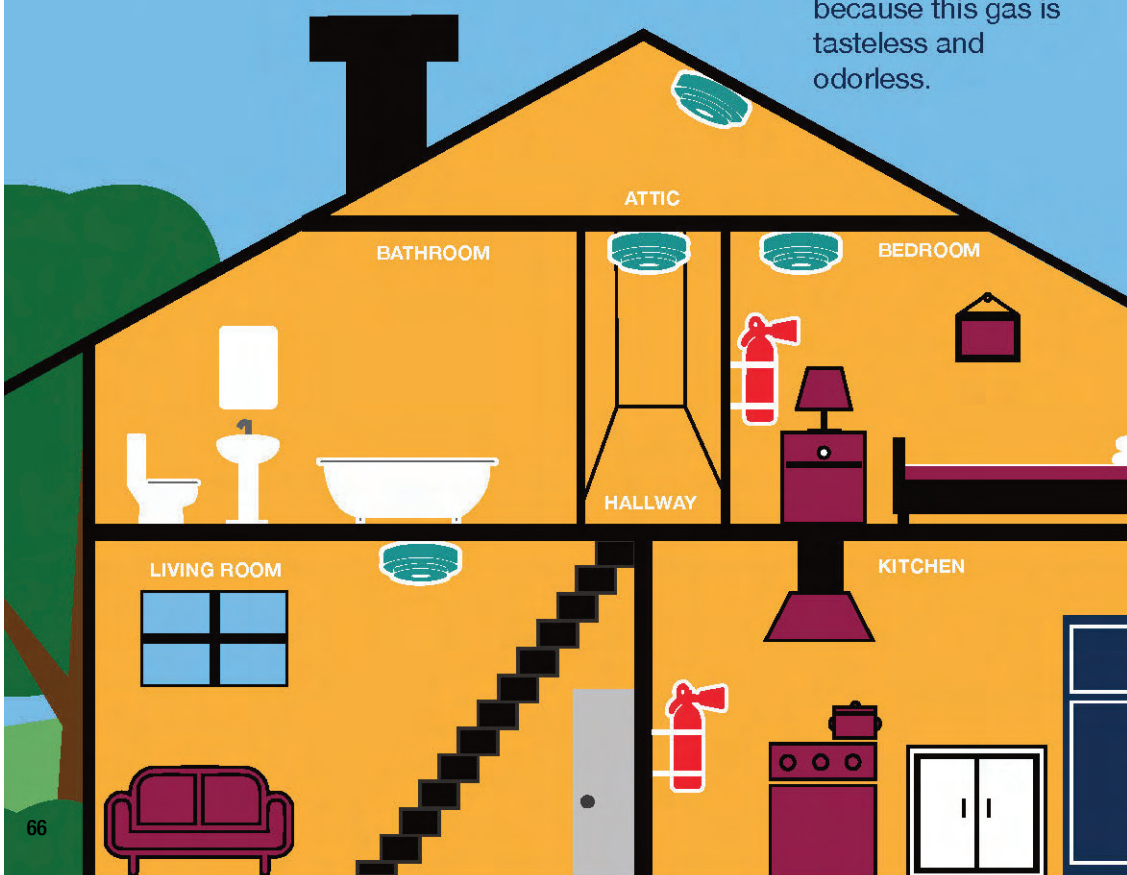
Keep a fire extinguisher in plain view and on every floor of your home.



SMOKE ALARMS

Make sure to install smoke alarms on every floor of the house, including the basement and in rooms where people sleep.

Carbon monoxide detectors are vital because this gas is tasteless and odorless.





WATER

If pipes are damaged, turn off the main water valve.

Check with local authorities before using any water. The water could be contaminated.

DO NOT flush toilets until you know that sewage lines are intact.



APPLIANCES

If appliances are wet, turn off the electricity at the main fuse box or circuit breaker. Then, unplug appliances and let them dry out.

Have appliances checked by an electrician before using them again.



FOOD

Throw out all food and other supplies that you suspect that may have been contaminated or come into contact with flood water.

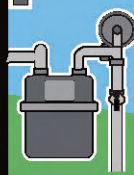
Be alert that stored food and supplies may shift and fall.



TIP:

A BROKEN WATER HEATER may leak carbon monoxide; always make sure your detectors are working properly.

GARAGE



SMALL ANIMAL PREPAREDNESS

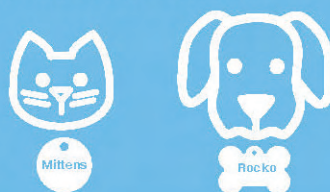
SHELTERING

Before the emergency, make arrangements to shelter your animals at two different locations far apart from each other in case of widespread damage.



COLLAR

Be sure all dogs and cats are wearing collars with securely fastened current identification; attach the telephone phone number and address.



TRAINING

Train both dogs and cats to feel comfortable going in and being in a crate for fast transportation during a disaster



OUTDOORS

Always bring pets indoors at the first sign or warning of a storm or disaster. Pets can become disoriented and wander away from home in a crisis.



SERVICE ANIMALS

A service animal is any dog that is individually trained to perform tasks for the benefit of an individual with a disability.



PET KIT & STORAGE

Keep an emergency pet kit and leashes and make sure it is clearly labeled and easy to carry in an accessible place and store them in sturdy containers that can be carried easily (duffel bags, covered trash containers, etc.)



TIP: Identification microchips are highly recommended for all pets.

SUPPLY KIT



Name tags and phone numbers for collars and harnesses



Water and food for 3-10 days



Leashes, harnesses, gloves and carriers to transport pets safely and securely



Supplies including bowls, cat litter and pans, manual can opener, foil or plastic lids for cans



3-10 day supply of medications. Medical records stored in a waterproof container



Current photos of your pets in case they get lost



Keep information on feeding schedules, medical conditions, behavior problems and the name and number of your vet in case you have to board your pets.



First Aid kit (including large/small bandages with elastic tape, scissors, tweezers, Q-tips, antibiotic ointment, saline eyewash, and hydrogen peroxide)

LARGER ANIMALS PREPAREDNESS

Make sure your horse is identifiable with a bracelet or microchip.



Train horses to lead and trailer so that they become comfortable with the process.



Identify alternate ways that you can trailer and/or walk your horse(s) to nearby stables or other designated safety zones.



Prearrange for boarding at stables outside of city/town, if possible.



Have a surplus of feed available. Don't let yourself get down to the last bale when disaster strikes.



Have an emergency three day supply of water available (use drums or barrels).



Keep a leather halter near the corral that's easy to find for emergency responders in case you are not able to evacuate your horses yourself.



Never turn your horse or livestock loose during a wildfire. You do not know how they will react and they could be a danger to you or others.



TIP: If there is an emergency in your area and you believe evacuation is likely, or if you have been ordered to evacuate, please contact your local animal shelter to get current information on large animal evacuation sites for your area.

SHELTER-IN-PLACE



PREPAREDNESS TIPS

DO NOT TURN HORSES LOOSE

Horses may return home to a burning barn. Loose horses also cause serious problems for first responders.



MAINTAIN ADEQUATE CLEARANCE

Fire departments recommend 200 feet of clearance around your property.

BRING HORSES INTO ARENA WITH SUFFICIENT BRUSH AND TREE CLEARANCE

Your horse corral should be made with metal pipes, not PVC or wood.



SUGGESTED SUPPLIES



Fire hose(s)



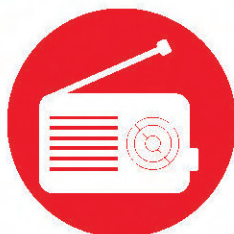
Generator



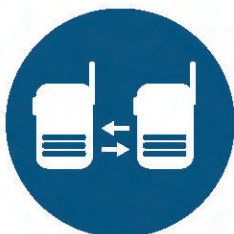
Shovels axes, hoe,
rake, broom



Ladders



Portable
AM/FM radio
with spare
batteries



Hand-held
FRS radios
(walkie talkies)



Masks, goggles,
work gloves and
bandannas



Use leather
halters

EMERGENCY
PREPAREDNESS
GUIDE

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GET INVOLVED



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BASIC FIRST AID

CPR EMERGENCY PROCEDURE



Check for
breathing and
a pulse.



Call
9-1-1



CPR if needed.
Push hard and fast
in center of chest.



Continue
until help
arrives.

HEAD, NECK AND BACK INJURIES



Call
9-1-1



Hold
still.



Watch
for vomiting.



May have
unequal pupils.

CONTROLLING BLEEDING



Call
9-1-1



Apply
direct
pressure.



Elevate
injured
area.



Wrap
with
bandage.



TIP: Use
tourniquet
if needed.

AIDING FRACTURES



Help
support area.



Check
pulse and
sensation.



Apply ice or
a cold pack.



Immobilize
the area.



Treat for
shock.

TRIAGE PROCEDURE



Triage is the sorting of patients according to urgency of their need for care.

- Airway and breathing • Circulation and bleeding • Mental status

1. STOP, LOOK, LISTEN AND THINK

- Assess the situation by looking around and listening.
- If it is safe to proceed, quickly make a plan for your approach.



2. CALL OUT FOR SURVIVORS

- Call out loudly and clearly, "Does anyone need help?"
- Tag survivors that are able to walk with "M" (minor) and direct them to a designated location.



3. START WHERE YOU STAND AND FOLLOW AN ORGANIZED ROUTE

- Evaluate the medical condition of the closest survivor.
- Work outwards in an organized matter, evaluating the next closest survivor and so on.



4. EVALUATE AND TAG EACH SURVIVOR

- Identify yourself and ask for permission to treat their injuries.
- Remember to evaluate the survivors that are wounded and those that are not.



5. IMMEDIATELY TREAT SURVIVORS TAGGED "I"

- Apply first aid to category "I" survivors with life-threatening injuries.



6. DOCUMENT THE RESULTS

- Note where resources have been deployed.
- Mark the location of survivors.
- List the numbers of casualties by degree of severity.

TRIAGE CATEGORIES

In mass casualty events, categorize the priority of treatment.

TAG	CATEGORY	CONDITION
"I" or Red tag	Immediate	Life-Threatening Injury
"D" or yellow tag	Delayed	Serious/Non-Life-Threatening
"M" or green tag	Minor	Walking Wounded
"DEAD" or black tag	Deceased	Pulse-less/Non-Breathing

INDIVIDUALS IN NEED OF ASSISTANCE

INDIVIDUALS WITH UNIQUE SUPPORT



PREGNANT



**MOBILITY
DEVICE**



ELDERLY



INJURED



**HEARING
IMPAIRMENT**



**TEMPORARY
DISABILITIES**



**NON-ENGLISH
SPEAKERS**



**NO ACCESS TO
TRANSPORTATION**



BABY/CHILD

- Ensure that your Family Emergency Plan includes the needs of all the members of your household.
- Consider your neighbors as part as your plan.

- First responders will notify a neighborhood that needs to be evacuated. PLEASE prepare to leave.
- NEIGHBORS typically perform 70% of all rescues.

DISASTER-RELATED STRESS



COMMON REACTIONS TO DISASTERS



NAUSEA



HEADACHES



SADNESS



ALCOHOL/DRUG CONSUMPTION



ANGER/IRRITATION



INSOMNIA



LOSS OF APPETITE



ANXIETY



LACK OF FOCUS

HOW TO COPE

- Seek help from professional counselors who deal with post-disaster stress.
- Don't hold yourself responsible or feel that you can not help in any of the disastrous events.
- Restock your disaster supplies and update your family plan.

- Maintain a normal daily routine and spend time with your family and friends.
- Take steps to promote your own physical and emotional health by eating healthy, getting rest and exercise.
- Start a plan and prepare for future disasters.

DISASTER ASSISTANCE INFORMATION



FEMA

FEMA (Federal Emergency Management Agency) may offer several types of assistance, including services and grants to help people repair homes and gain replacement housing.

After a presidentially declared disaster, call the FEMA registration number and apply for FEMA and Small Business Administration (SBA) assistance programs. FEMA assistance does not make you whole again, but it can give offer a helping hand while recovering.

LOOKING FOR FAMILY?

When activated by FEMA, the National Emergency Family Registry and Locator System (NEFRLS) helps reunite families separated during a disaster. It allows displaced individuals to register and provide information about their current location and situation.

Affected individuals or those seeking information about friends or family, can visit the fema.gov or call 1-800-588-9822 to register themselves or another person.

HOW TO APPLY?

Apply online at www.disasterassistance.gov
Call 1-800-621-FEMA (3362)
or TTY 1-800-462-7585
to apply by telephone.

FEMA will mail you a copy of your application and a copy of Help After a Disaster: Applicant's Guide to the Individuals and Households Program.



HOME DESTROYED?

Finding shelter is critical in times of disaster. Shelter outside of the hazard area could include staying with family or friends, seeking a hotel room or staying in a mass shelter. The following resources can help you find emergency shelter.

Search for open shelters near you by texting SHELTER and your Zip Code to 4FEMA (43362).





LOST JOB? CAN'T WORK?

People who lose their jobs due to a disaster may apply for Disaster Unemployment Assistance (DUA). DUA provides weekly benefits to unemployed individuals who are not eligible for regular insurance compensation. Unemployment Insurance (UI) claims, including claims for Disaster Unemployment Assistance (DUA), can be filed online, by phone, by mail, or by fax.

To file a claim by phone,
English: 1-800-300-5616
TTY: 1-800-815-9387
Online: www.benefits.gov

NEED LEGAL HELP?

Local non-profits often give legal assistance to people who have been impacted by disasters. Local members of the American Bar Association offer free legal counseling to low income individuals. You can get more information at a Local Assistance Center or Disaster Recovery Center that is set up after the president declares a major disaster.



American Red Cross

The American Red Cross and other volunteer agencies set up shelters for people who cannot return to their homes. These volunteer agencies will provide food, water and clothing to the best of their ability. Listen to or watch local news for distribution locations.

Visit www.redcross.org to find the nearest shelter, reconnect with family members or donate blood after a disaster. CPR training and other classes are available to stay prepared!

SAFE & WELL?

The American Red Cross Safe and Well website is a central location for people in disaster areas in the United States to register their current status, and for their loved ones to access that information.

The Safe and Well website is www.redcross.org/safeandwell is easy to use and is available 24 hours a day, 365 days a year and is accessible in both English and Spanish.



PLACE OF WORSHIP

**ENSURE THAT YOUR PLACE OF WORSHIP
IS PREPARED FOR A MAJOR DISASTER.**



**Prepare to help other
members of your
community as the
facility may be used
as a shelter.**



**Plan for building
evacuations with
clear exits.**



**Prepare to help
your congregation
after a disaster.**



**Train staff in
disaster readiness
and response.**



**Prepare for a
disaster with
emergency supplies.**



**Identify additional
threats, including hate
crimes, terrorism and
arson fires.**

LOCAL CONTACTS

Department of Aging

Department of Animal Services

Department of Building & Safety

Department on Disability

FIRE and POLICE Department: EMERGENCIES ONLY

DIAL (911)

DigAlert

General Information

Emergency Management Department

Office of Home Security Management

Department of Water & Power

Sanitation
Sewer/ Storm Drain Problem

Storm Damage/ Mud Slide Reports

Trees Down/ Debris Removal

Recs & Parks

Voluntary Organizations Active in Disaster (VOAD)

www.nvoad.org/

1-703-778-5088

Traffic Signals

Gas Company

Power Company

American Red Cross

www.redcross.org

1-800-733-2767

The Salvation Army

www.salvationarmy.org

1-800-725-2769

GET HELP.

Where can I find information about...

Animal services	Department of Animal Services	
Buildings and safety	Department of Building & Safety	
Blood donations	American Red Cross	www.redcross.org
Disaster recovery assistance	U.S. Department of Homeland Security	www.disasterhelp.gov
Disease control	CDC - Centers for Disease Control and Prevention	800-232-4636 www.cdc.gov
Earthquake information	U.S. Geological Survey	www.quake.usgs.gov
Environmental disasters	U.S. Environmental Protection Agency	www.epa.gov/ebtpages/emergencies.html
Exposure to toxic substances	Poison Control Center	800-222-1222 www.aapcc.org/DNN
Health and human services		
National Hurricane Center	National Hurricane Center and Central Pacific Hurricane Center	800-659-2955 www.nhc.noaa.gov/
Reports for outages	Department of Water and Power	
School districts	City/County School District	
Underground services	Dig Alert	
Weather information	National Oceanic Atmospheric Administration	www.noaa.gov

Take time to record important contact information for members of your household, as well as insurance information. *(write in pencil)*

HOME INFORMATION

Home Address: _____

Home Phone Number: _____

Cell Phone Number: _____

House Color: _____

Landmarks: _____

EMERGENCY INFORMATION

CONTACTS	NAME	LOCATION	PHONE NUMBER
In-State Contacts:			
<i>Primary</i>			
<i>Secondary</i>			
Out-of-State Contacts:			
<i>Primary</i>			
<i>Secondary</i>			
Hospitals Near:			
<i>Home</i>			
<i>Work</i>			
<i>School</i>			
Neighbor			
Family Physician			
Other Doctor			
Dentist			
Employer/Office			
School			
Vet			
Religious Organization			
My Fire Station			
My Police Station			
Poison Control			

INSURANCE INFORMATION

Medical Insurance: _____ Phone: _____

Policy Number: _____

Home Insurance: _____ Phone: _____

Policy Number: _____

Auto Insurance: _____ Phone: _____

Policy Number: _____



DISASTER PREPAREDNESS GUIDE

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International
Association of
Fire Fighters
www.iaff.org



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