

# Family Disaster Plan and Personal Survival Guide



## I. PREPARATION

### Family Meetings

At least once a year, have a meeting with your family to discuss and upgrade your disaster plan and determine what training, equipment and supplies are needed. Occasional drills will assure quick reaction and avoid injury and panic in an emergency.

## II. TRAINING

- A. Learn how to protect yourself from falling objects, smoke, fire, caustic fumes, etc.
- B. Learn First Aid/CPR

Person(s) Trained:

Name \_\_\_\_\_ Date Training Expires: \_\_\_\_\_

Name \_\_\_\_\_ Date Training Expires: \_\_\_\_\_

Name \_\_\_\_\_ Date Training Expires: \_\_\_\_\_

Location of First Aid Kit \_\_\_\_\_

- C. Know How and Where to Shut off Utilities.

Location of Gas Valve: \_\_\_\_\_

Location of Wrench: \_\_\_\_\_

Location of Main Water Valve: \_\_\_\_\_

Location of Main Electrical Circuit Breaker: \_\_\_\_\_

Location of other Utilities: \_\_\_\_\_

- D. Draw a floor plan of your home showing the location of exit doors and windows, utility shutoffs, First Aid Kit, emergency supplies, food, clothing, tools, etc. Be sure EVERYONE in your household is familiar with it. Show it to babysitters and house guests when you're going away. They could use it to guide someone to a utility shutoff in an emergency.

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E. Alternate reunion locations when family is not at home, e.g. home, neighbors, relatives, park, school, etc.

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Relative \_\_\_\_\_ Phone # \_\_\_\_\_

Park Name \_\_\_\_\_ Location \_\_\_\_\_

School Name \_\_\_\_\_ Location \_\_\_\_\_

School Phone \_\_\_\_\_

F. Name and telephone number of person outside your local area for family members to call to report their location and condition

Name \_\_\_\_\_

Location \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

G. What is your children's school disaster policy? Will they keep your children until you're able to come and get them?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are medical consent forms for your children complete? \_\_\_\_\_

Where are they located? \_\_\_\_\_

H. Where are emergency supplies and equipment located?

Portable radio: \_\_\_\_\_

Flashlight/batteries: \_\_\_\_\_

Water: \_\_\_\_\_

Food: \_\_\_\_\_

Sanitation supplies: \_\_\_\_\_

Fire extinguisher: \_\_\_\_\_

Tools: \_\_\_\_\_

Blankets: \_\_\_\_\_

Cooking equipment: \_\_\_\_\_

Safety equipment: \_\_\_\_\_

Prescription glasses: \_\_\_\_\_

Medications: \_\_\_\_\_

Complete set of clothes for each family member: \_\_\_\_\_

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There are many different kinds of disasters, such as earthquakes, fires, floods, airplane crashes, chemical spills, pipeline leaks and explosions, which seldom give warning and can be equally devastating to their victims. This guide is primarily geared to earthquakes, but the planning you and your family does now will be of benefit for any type of disaster that can strike your community.

## III. BEFORE A DISASTER

- A. Inspect your home.
- B. Secure water heater and tall or heavy furniture to wall studs.
- C. Move heavy items to lower shelves.
- D. Install clips, latches and other locking devices on cabinet doors.
- E. Provide strong support and flexible connections on gas appliances.
- F. Remove or isolate and secure flammable materials.

## IV. DURING AN EARTHQUAKE

- A. If you are indoors **STAY THERE**. Move away from windows, book cases, tall shelves. Get under a table or desk and hold on to it. Be prepared to move with it and **HOLD** that position until the shaking stops and it is safe to move. If there is no desk or table to get under, brace yourself in an interior corner. Watch for falling, flying and sliding objects.

**NOTE:** If you are in a mobile home which is resting on A-Frame supports, get on top of the bed or sofa and cover your head and face. If a mobile home slips off the supports they may penetrate the flooring and cause injuries.

- B. If you are outdoors, move to an open area away from buildings, trees, power poles, brick or block walls and other objects that could fall.
- C. If you are in an automobile, stop and stay in it until the shaking stops. Avoid stopping near trees and power lines or on or under overpasses or bridges.
- D. If you are in a high-rise building, get under a desk and hold on, or crouch next to an interior wall until the shaking stops. **DO NOT USE THE ELEVATOR TO EVACUATE**. Use the stairs.
- E. If you are in a store, get under a table or any sturdy object. Avoid stopping under anything that could fall. **DO NOT RUN FOR THE EXIT**. Choose your exit carefully.

## V. IF YOU EVACUATE

- A. Prominently post a message indicating where you can be found and the date and time you left.
- B. Take with you:
  - 1. Medicines and first aid kit
  - 2. Flashlight, radio and batteries
  - 3. Important papers and cash
  - 4. Food, blankets and extra clothes
  - 5. Make arrangements for pets

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## VI. AFTER A DISASTER

- A. Put on heavy shoes immediately to avoid injury from stepping on glass.
- B. Check for injuries and give First Aid.
- C. Check for fires and fire hazards.
  - 1. Sniff for gas leaks, starting at the hot water heater. If you smell gas, hear a hissing sound or suspect a leak, turn off the main gas valve, open the windows and carefully leave the house. **DO NOT TURN LIGHTS ON OR OFF, OR STRIKE MATCHES.**  
  
**NOTE:** Do not shut off the gas unless you suspect a leak exists. Do not turn it back on until the gas company or a plumber has checked the system.
  - 2. Shut off the water at the main valve.
  - 3. Turn off the electrical system at the main circuit breaker or fuse box.
- D. Check on your neighbors for injury.
- E. Turn on your portable radio and listen for advisories. Locate a light source, like a flashlight, if necessary.
- F. Do not touch downed power lines or objects touched by downed wires or stand in water near downed lines.
- G. Clean up potentially harmful material.
- H. Check house, roof, chimney for damage.
- I. Check emergency supplies.
- J. Do not use the phone except in emergencies.
- K. **DO NOT GO SIGHTSEEING!**
- L. Be prepared for aftershocks.
- M. Open closets and cupboards carefully.
- N. Cooperate with public safety officials.
- O. Be prepared to evacuate when/if necessary.

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## VII. HOME EMERGENCY SUPPLIES

This list contains items usually available in your home. It is recommended that they be organized and located for easy access during an emergency. Your emergency supplies should be sufficient to sustain you, your family and pets for a *minimum of 72 hours*. A two (2) week supply of medicines and prescription drugs is recommended.

### Basic

Water - minimum of 1 gallon per person per day

First Aid Kit - ample and freshly stocked

First Aid book - Know how to use it

Food - canned or dehydrated, pre-cooked and/or requiring minimum heat or water  
Consider the needs of infants and pets and any other special needs

Can opener - non-electric

Blankets or sleeping bags for each member of the family

Radio - portable, with spare batteries

Critical medications and glasses

Fire extinguisher – multipurpose dry chemical labeled “ABC”

Flashlight - spare batteries and bulb

Watch or clock - non-electric

### Sanitation Supplies

Large plastic trash bags - for waste sanitation and protection

Large trash cans

Hand soap and liquid detergent

Shampoo

Toothpaste & toothbrush

Pre-moistened towelettes

Deodorant

Dentures

Feminine supplies

Infant supplies

Powdered chlorinated lime - add to sewage to deodorize, disinfect and reduce insects

Toilet paper and paper towels

Newspapers to wrap garbage or waste

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## **Safety**

Heavy shoes for each family member

Heavy gloves for each adult

Candles and waterproof matches (never light or strike a match near possible gas sources)

Clothes - complete change for each family member

Knife or razor blades

Garden hose - for siphoning and fire fighting

## **Cooking**

Barbecue or gas grill; charcoal and lighter or propane (**for outdoor use only**); sterno stove

Plastic bags - various sizes, sealable

Pots (cooking) - at least two

Paper plates, plastic utensils, paper towels

## **Car Survival Kit**

Non-perishable food

Flares

Bottled water

First Aid kit

Fire extinguisher

Blanket

Sealable plastic bags

Flashlight with batteries

Tools and rubber hose

Critical medications

Pre-moistened towelettes and tissues

## **Water Tips**

To purify drinking water use one of the following methods:

- A. Boil for 5-10 minutes, or
- B. Add 8 drops of household bleach per gallon of clear water, mix well and let stand for 30 minutes, or
- C. Add household tincture of iodine in the same manner as bleach, or
- D. Use commercial purification tablets such as Halazone or Globaline following package directions.

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## VIII. IMPORTANT TELEPHONE NUMBERS

USE "911" FOR LIFE SAFETY ONLY

- A. FIRE \_\_\_\_\_
- B. POLICE \_\_\_\_\_
- C. MEDICAL \_\_\_\_\_
- D. PHYSICIAN \_\_\_\_\_
- E. GAS COMPANY \_\_\_\_\_
- F. ELECTRIC COMPANY \_\_\_\_\_
- G. WATER COMPANY \_\_\_\_\_
- H. OTHER \_\_\_\_\_
- I. \_\_\_\_\_
- J. \_\_\_\_\_

### NOTICE:

The information presented in this brochure is believed to be accurate and of practical value in preparing for a disaster, but no guarantee can be given that guidance presented here will provide complete protection.

Liability for any losses that may occur in a disaster or as a result of applying the information contained in this brochure is specifically disclaimed by the City of Aliso Viejo, the County of Orange, and any consultants or advisors involved in producing or reviewing material for this brochure.

**Family Disaster Plan provided courtesy of the San Diego County Office of Emergency Services**