



PERSONAL AND FAMILY **DISASTER** **PREPAREDNESS** **GUIDE**

PERSONAL DISASTER PREPAREDNESS

Is your family prepared?

Emergencies and disasters do happen. They strike quickly and often without warning. It may be

- a 'natural emergency', such as in the case of a tornado, a flood, a hurricane, a pandemic.
- a 'service disruption', such as a power failure.
- an 'environmental disaster', such as a chemical spill.

It is estimated that in extreme situations, emergency services may be unable to reach you for up to 72 hours (3) days. If you are prepared for a disaster, the impact on your health, family and home can be minimized. Expect the unexpected and plan for it. Your best protection in any emergency is having a plan and knowing what to do.

USING THE QUICK GUIDE

Alberta Health Services

This Quick Guide, brought to you by **Emergency/Disaster Management** in partnership with **Workplace Health & Safety**, is intended as a tool to assist you and your family to be ready to face a disaster. Set up a family meeting to discuss how you and each of your family members can "Be Prepared". Simply follow the FOUR STEPS outlined in this guide.

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Some material adapted from:

British Columbia Provincial Emergency Program document "Individual and Neighbourhood All-Hazard Emergency Preparedness Workbook"

Alberta Health and Wellness Influenza Self-Care
"It's in Your Hands"

Government of Canada Self Help Advice pamphlets:

"Be Prepared, Not Scared: Emergency Preparedness Starts With You."

"Winter Driving: You, Your Car, and Winter Storms"

"Preparing for the Unexpected"

"Severe Storms"

"Floods: What To Do Before and After"

Thanks to Jim Porth, Enmax Power Corporation, and Michael Dorosh, AHS

BE INFORMED + **STEP 1**

STEP 1



BE INFORMED

BE INFORMED

Types of disasters most likely to occur in Alberta:

Fire

Hazardous spills/explosions

Severe weather/consequences

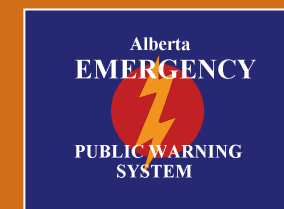
Air Quality
Blizzard / Blowing Snow / Severe Snowfall
Cold-Core Funnel
Cold Wave / Wind Chill
Dust Storm
Fog/Smoke
Flash Freeze / Frost
Freezing Drizzle and/or Freezing Rain
Frost
Funnel Cloud / Land Spout / Tornado
Heat Wave / Ultraviolet Index
Landslide
Rainfall / Severe Thunderstorm
Wind

Human Related

Transportation accident
Industrial accident
Infectious disease outbreak
Terrorism
Structural collapse

EMERGENCY PUBLIC WARNING SYSTEM

The Alberta Emergency Public Warning System (EPWS) gives warning to Albertans over radio and TV to take action and protect themselves from disasters. The EPWS will give notice of: severe weather, flood, wild fire, hazardous material release, terrorist threat, water contamination, other threats to life, property and safety.



GENERAL DISASTER PREPARATION

PREPARE YOUR HOME

- Hazard-proof your home; move or secure objects that could fall or tip over during an earthquake or tornado.
- Remove all chemical products and irreplaceable belongings from the basement in case of a flood.
- Keep your house in good repair. Check your roof and chimney regularly. Ensure good drainage in case of a flood.
- Prune trees of dead branches; have the power company remove limbs from near power lines.
- Prepare an Emergency Kit for your home. Store food, water, first aid supplies and prescriptions drugs. **See “Make a Kit” section.**

PREPARE YOUR FAMILY

- Your family should learn to wash hands frequently, cover coughs and sneezes, and stay home when sick to prevent the spread of disease or flu like illnesses.
- Involve the whole family in preparing for a disaster.
- Conduct rehearsals of how you would escape in the event of a fire.
- Assign specific duties in event of a power or water outage.
- Volunteer with local groups and get involved in community disaster preparedness.
- **See “Make a Plan” section.**

PREPARE YOUR VEHICLE:

- Keep your vehicle in good working order.
- Keep the gas tank half full at all times.
- Don't drive in bad weather if possible.
- Keep an Emergency Kit in your car.
- **See “Vehicle” section.**

FOUR STEPS:

- Be Informed
- Make a Plan
- Make a Kit
- Review the Plan/Maintain the Kit

NOTES

CONTACTS

Date Completed: _____

Find the proper emergency contacts numbers in your local phone book and post them here for easy reference:

Type of Situation	Who to Contact	Specific Contact Name	Number
Criminal Activity	Police		911 or _____
Fire	Fire Department		911 or _____
Gas Leak	Utility Company		
Hazardous Material Spill	Fire Department		911 or _____
Medical Emergency	Ambulance		911 or _____
Medical (non-emergency)	Alberta Health Services	Health Link	Calgary: 403-943-LINK (5465) Edmonton: 780-408-LINK (5465) 1-866-408-LINK (5465) toll-free
Poisoning	Poison Control Centre		Calgary: 403-944-1414 1-800-322-1414 toll-free
Power Outage	Utility Company		
Property Issue	Landlord		
Water, Sewer, Roads	Municipality		

CONTACTS

Date Completed: _____

Work

Business Name:

Address:

Phone Number:

Business Name:

Address:

Phone Number:

Business Name:

Address:

Phone Number:

Business Name:

Address:

Phone Number:

BabySitter/Day Care

Name:

Address:

Phone Number:

Name:

Address:

Phone Number:

Name:

Address:

Phone Number:

Name:

Address:

Phone Number:

CONTACTS

Date Completed: _____

Contacts

School(s)

School Name:

Address:

Phone Number:

Policy is to ☐ Hold ☐ Release Child in emergency

School Name:

Address:

Phone Number:

Policy is to ☐ Hold ☐ Release Child in emergency

School Name:

Address:

Phone Number:

Policy is to ☐ Hold ☐ Release Child in emergency

Block Watch/Neighborhood Emergency Program

Contact:

Address:

Phone Number:

Veterinarian

Name:

Address:

Phone Number:

Insurance Broker

Name:

Address:

Phone Number:

CONTACTS

Date Completed: _____

DOCTORS
Doctors Name:
Address:
Phone Number:
Doctors Name:
Address:
Phone Number:
DENTAL CARE
Dentist:
Address:
Phone Number:
Dentist:
Address:
Phone Number:
HOME CARE
Name:
Address:
Phone Number:

NOTES

MAKE A PLAN + **STEP 2**

MAKE A PLAN

FAMILY PLAN

- Discuss and assign roles and responsibilities of each family member in response to an emergency or disaster (e.g. gathering pets, administering first aid, cooking, water purification).
- Draw your home floor plan, and identify two (2) escape routes from each room in your home. Rehearse your escape routes **at least once per year**.
- If you live in an apartment, show your family where the emergency exits are. Show them the fire alarm location and explain how to use it.
- Inform them to use the stairs, NOT the elevators, in an emergency to eliminate being trapped if the power goes out.
- Identify documents, supplies, and equipment that you may need. Make an EMERGENCY KIT. SEE 'MAKE A KIT'.
- Identify special needs for infants, elderly and / or disabled persons. SEE SPECIAL NEEDS KITS.
- Identify training that you may need. Have a family member trained in basic first aid and cardiopulmonary resuscitation (CPR); keep training current.
- If you live in a house, teach members of your family where and how to shut off the water, electricity and gas supply. Make big, easy-to-see signs, saying 'BREAKER PANEL' or 'MAIN CIRCUIT BREAKER' (ELECTRICITY / GAS / WATER SHUTOFF) and place these signs near the electricity / gas / water shut off valves/switches.
- Teach members of your family how to open the garage door manually if the power goes out.
- Leave a trusted non-family member with a key to your home.
- Listen to the radio and/or television for situation updates and directions.
- **Make a FAMILY COMMUNICATION PLAN.**
- Have a PLAN and a KIT for your pet(s). See FAMILY PETS PLAN and PET GRAB & GO KIT

FAMILY COMMUNICATION PLAN

Date completed _____

Meeting Place Outside the Home (e.g. in the event of a fire)	
Location:	
Name:	
Address	
Phone number:	E-mail:

Location:	
Name:	
Address:	
Phone number:	E-mail:

Meeting Place Outside the Neighbourhood (e. g. in the event of an evacuation)	
Location:	
Name:	
Address:	
Phone number:	E-mail:

Location	
Name:	
Address:	
Phone number:	E-mail:

Out of Province Contacts - Message Centre

Location:

Name:

Address:

Phone number:

E-mail:

Location:

Name:

Address:

Phone number:

E-mail:



FAMILY PET PLAN

Your pet is a domesticated animal and should not be left to fend for itself. What you need to do with your pet(s) will depend on the type of disaster. Pre-plan for an evacuation. Evacuation / reception centres will most likely NOT accept pets. Identify safe places for you to take your pet(s) (e.g. hotels, motels, kennels, friends, family, etc.). Record contact/location information in FAMILY PET PLAN.

- Keep a contact number for your veterinarian in your CONTACTS.
- If you know that a disaster is imminent (e.g. Disaster Warning-Tornado), bring your pet inside.
- Check with your veterinarian to see how long you can safely leave your pet in the home alone, especially if are evacuated without notice or are unable to go to your home and pick up your pet(s).
- Remember that in stressful times your pet(s) behaviour may change – if two pets normally get along, they may fight as a result.
- Keep up-to-date identification on a collar or tag on your pet(s).
- Keep vaccinations up to date.
- Have a PET GRAB & GO KIT. **See PET GRAB & GO KIT.**
- Leave a trusted non-family member with a key to your home.

Pet Friendly locations in event of evacuation:

Location:

Name:

Address:

Phone number:

E-mail:

Location:

Name:

Address:

Phone number:

E-mail:

Alternate pet care:

Location:

Name:

Address:

Phone number:

E-mail:

Location:

Name:

Address:

Phone number:

E-mail:



PET CARE

Pet Grab and Go Kit

- Portable kennel or cage (which can be used to store all pet supplies)
- Vaccination record, required ID or license/ vaccination tags including extras
- Collar/leash and muzzle
- Pet food - for a minimum of three days, preferably two weeks' worth, with a manual can opener if necessary
- Supply of water - a minimum of four litres per day per animal - for a minimum of three days, preferably two week's worth (check with your veterinarian)
- Water and food bowls
- Kitty litter/holding container
- Newspaper, plastic bags, cleanser and disinfectants (free of ammonia)
- Medications that your pet is taking
- Current photo of your pet - in the event you need to post identification notices
- Blanket, towels and/or or pet bed
- Pet toys and treats

If you take your pet with you...

- Put your pet in a portable kennel - remember pets may also be distressed over the situation and may bolt from your vehicle.
- Refer to your list of 'Pet Friendly locations in the event of an evacuation.'

If you must leave your pet behind...

- Put your pet in a safe, secure room without windows but with adequate ventilation (i.e. bathroom).
- Leave enough food to last for seven days.
- Fill up the sink, bathtub and containers that would not tip over easily with water.
- Your pet will be under stress and may drink more water than usual - five to 10 litres of water per day per pet can be used as a guideline - of course this is dependent on the size of your pet.
- Leave familiar bedding and safe toys that the pet is used to.
- Don't confine dogs and cats in the same space - cage small animals and birds.
- Ensure that your pet is wearing ID tags.
- Place a notice on your front door that there are pets in the house and where they are located - provide a telephone number where you can be reached or the number of your veterinarian.
- If you expect flooding - provide access to elevated spaces or counters.
- Never leave your pet tied outside - especially when expecting a flood.

If your pet is locked in your home and you are unable to go home due to an injury, etc....

Establish a plan with family, a friend or neighbour who has the key to your home and is familiar with the pet, to go in and take care of your pet.

MAKE A KIT + STEP 3

MAKE A KIT

Have a Family Emergency Kit so you and your family will be self-sufficient for at least 72 hours.

Depending on the type and severity of the emergency/disaster, you may be asked to evacuate your home or shelter in place for a period of time. Having essential supplies on hand will assist you and your family to be more comfortable.

It is recommended that emergency supplies be stored in plastic containers that are quick and easy to transport. Most emergency supplies can be found in camping, hardware and dollar stores.

Store your family emergency kit in a large dufflebag or other movable object, and check it every six months.

WATER	Four litres per person, per day (two for drinking, two for food preparation, hygiene and washing). SEE “WATER” for container, storage and purifying details.
FOOD	Non-perishable food that needs a minimum of preparation.
FIRST AID	A basic First Aid Kit. See “First Aid Supplies”.
MEDICATION	Basic medications and family prescription medications. See “Medications”.
CLOTHING	Plan your clothing to suit all the seasonal weather conditions that occur in your area. It is a good idea when restocking the kits to ensure that your clothing will be suitable for the upcoming summer/winter season as appropriate. In extremely cold conditions, warmth is found in wearing multiple layers of clothing to reduce or restrict body heat loss. For summer, you’ll need protection against the sun. Your body’s greatest heat loss occurs around head and neck; include hats and scarves for winter as well as sun hats and sunglasses for summer. Shoes and boots should be warm, strong and waterproof. Include heavy wool socks, good quality rain gear and heavy work gloves or mitts with liners. Coats and jackets should also match the weather condition
OTHER EMERGENCY SUPPLIES & EQUIPMENT	Lighting, Hygiene, Personal Items, Basic Tools. See “Other Supplies & Equipment”.

Vehicle Kit

Pet Grab & Go Kit

Special Needs



WATER

Containers:

Purchase bottled water if possible, or store in sturdy, opaque plastic jugs. Avoid plastic milk containers as these become brittle over time. If storing tap water for drinking, clean the inside of the jugs thoroughly, purify (as described on the next page), spread melted candle wax around the top of the rim and screw on tightly to create an air-tight seal. Date the bottle and label it as Purified Drinking Water.

DO NOT USE empty containers that have been used for storage of any chemicals such as bleach and detergent.

Storage:

Store in cool, dark locations and avoid areas where toxins (such as gasoline or pesticides) are present – vapours will penetrate the plastic over time and contaminate the water. Do not store plastic water containers directly on concrete, as chemicals will leach into the plastic, contaminating the water and degrading the container itself.

Additional Sources:

- **Hot Water Heater:**

It is easier to drain the heater if a hot water faucet is turned on somewhere in the house. Gas and electricity must be shut off before emptying the heater and must only be turned on after the hot water heater has been completely refilled.

- **Flush Tank of Toilet:**

Purify (as listed on the next page) – do not use this water for drinking if using commercial toilet cleaning treatments in the tank.

- **Existing Water in the Plumbing:**

After shutting off the main water valve, open a faucet on the top floor and catch the water as it drains from an open faucet.

Water Purification:

- Wash containers with warm soapy water, rinse with warm water, and then fill with 10 per cent bleach solution.
- After five minutes, empty container and air dry (the same solution can be used to purify all containers).
- Strain sediment or particles from the water by pouring through several layers of paper towel, cheesecloth or coffee filters.
- Bring the water to a full boil the for a least one minute, OR
- Use water purification tablets (available at drug stores, being sure to follow all package directions carefully) OR
- Purify water yourself. Add liquid household bleach in the amount indicated: (use only household bleach that contains 5.25% sodium hypochlorite, do not use scented bleaches, colour safe bleaches or bleaches with added cleaners). DO NOT USE GRANULAR FORMS OF BLEACH – THEY ARE POISONOUS.

Water	If water is clear add:	If water is cloudy add:
1 litre	2 drops bleach	4 drops bleach
4 litres	8 drops bleach	16 drops bleach
20 litres	2.5 mL (1/2 tsp) bleach	5mL (1 tsp) bleach

Shake the container of bleach and water to mix thoroughly then let mixture stand for 30 minutes before using. There should be a faint chlorine scent after treating. If there isn't, add the same amount of bleach again and let stand for 15 more minutes.

Water Storage	1 day	2 days	3 days	4 days	5 days	6 days
1 person	4 litres	8 litres	12 litres	16 litres	20 litres	24 litres
2 people	8 litres	16 litres	24 litres	32 litres	40 litres	48 litres
3 people	12 litres	24 litres	36 litres	48 litres	60 litres	72 litres
4 people	16 litres	32 litres	48 litres	64 litres	80 litres	96 litres

DO NOT drink water from swimming pools or hot tubs; the salt and chlorine can cause serious health problems. Use this water for hygienic purposes only.



FOOD

Existing food:

Be sure to use regular food supply first before using the emergency supplies. Frozen food will normally keep for three (3) days in an unopened, well-insulated freezer. If in doubt - throw it out. DO NOT risk food poisoning! Keep fridge and freezer doors closed as much as possible when the power is out.

Amount:

A minimum of three days' worth of food is recommended for your kit (more in remote areas) though a major disaster may see food supplies through regular channels restricted for up to two weeks. Check your food stocks every six months and replace canned and dry goods regularly. Sporting goods stores/surplus stores may carry pre-packaged kits. Keep the volume small and light and easy to carry in case of an evacuation order, and seal all food tightly to prevent contamination by rodents, insects, humidity, ground water and drastic variations in temperature.

Types:

Food items should be stocked that:

- Don't require refrigeration
- Require little or no preparation
- Will not increase thirst
- Require little or no water
- Are familiar to you and your family
- Is lightweight and compact – for example dry noodles or granola
- Can be prepared on an “as needed basis” considering the need to ration

Suggestions:

- Canned foods (soups, stews, pastas, meats, milk, fruits and vegetables)
- Dry goods (dried soups, juice crystals, dried fruit, powdered milk, smoked or dried meats, crackers, biscuits)
- High energy foods (peanut butter, nuts, trail mix, honey)
- Staples (sugar, salt, pepper, instant coffee, tea) - Stored in sealed containers.
- Multi-vitamins
- Family treats – favourite chocolate bars, cookies, candies
- Don't forget special dietary needs of any members of the household

Other Supplies:

Extra sealed containers for storage
 Heavy duty aluminum foil, Plastic wrap
 Dish Soap
 Various sizes of plastic bags & ziploc bags and twist ties.
 Manual can opener and Bottle opener.
 Cooking utensils, Mixing bowl(s)., Cooking pots.
 Plates, cutlery, cups.
 Large garbage bags (bright colored bags can be used as signal devices)
 Cooking Stove and fuel (propane, charcoal, sterno, etc. – FOR OUTDOOR USE ONLY).
 Wash basin.

Storage:

Date each stored package/tin/ container.
 Twice a year, rotate these items into your regular food supply and replace with fresh items.
 Store foods in a cool dry place, preferable 5-15 degrees. High temperatures contribute to the rapid deterioration of many types of food.
 Avoid storing canned food directly on a cement floor. Water condensation can cause cans to rust.
 Protect food from rodents and insects. Items stored in boxes or in paper cartons will keep longer if heavily wrapped or stored in metal containers. Put the contents inside tightly closed plastic bags before sealing them in a can.
 New garbage cans or rubber/plastic storage tubs are excellent food storage containers. They should only be used for pre-packaged, wrapped items. They can be kept outside in a cool, sheltered location.

If using china or plastic plates, limit dish washing by lining dinnerware with plastic wrap and throw away after each use. Separate drinking cups for each family member can also be labelled and used throughout the day.

Alternate Cooking Sources

Camp stoves, sterno stoves, barbeques/hibachis can be used as alternate cooking sources but DO NOT USE THESE INSIDE THE HOME! Carbon monoxide poisoning can occur as a result, as well as the danger of fire if there is an undetected leak. Fireplaces and fondue pots are other possibilities. If using the fireplace, be sure to inspect the chimney, mortar and flue for cracks before use.

When storing propane tanks, remember:

- Store outdoors in shaded area.
- Store away from flame and heat, or pressure will rise.
- Close valve tightly and insert safety plug when not in use, even if tanks are empty.
- Use only on devices approved for propane.
- Check tank and line connections periodically to be sure that they are tight.
- Check for leaks using detergent or soapy water - **never use a match or flame.**

SANITATION DURING AN EMERGENCY Disposal of human waste

Solid waste (feces) is the main health problem and must be dealt with carefully. Portable camp toilets, small trashcans or sturdy buckets with tight-fitting lids can be used as emergency toilets. Urine and feces need to be treated separately. Do NOT dispose of feces by digging holes in the ground; untreated, raw sewage can pollute fresh water supplies.

Supplies needed:

Heavy duty plastic bags / twist ties
 Pails / buckets with tight-fitting lids
 Newspaper
 Kitty Litter
 Toilet Paper
 Shovel
 Masking/Marking Tape and Marker Pen
 If water or sewer lines are damaged, or if damage is suspected, do not flush the toilet.
 Even though the toilet cannot be flushed, it can still be used in an emergency if it is accessible and intact. This may be less stressful for most people than using some other container. Have a separate container for feces and urine.

Feces disposal: If using the toilet, remove all the bowl water. Line the empty toilet bowl (or bucket) with two heavy duty plastic garbage bags. Put absorbent material (e.g. regular kitty litter, shredded newspaper) into the liner bag. CLOSE BAG OR COVER CONTAINER TIGHTLY WHEN NOT IN USE.

To Use: Fold the bags down over the sides of the bucket or toilet bowl and defecate directly into the inner bag. Use toilet paper sparingly and put it into the same bag. Sprinkle disinfectant directly onto the feces. Replace the cover, taking care not to tear the plastic bags. WASH HANDS.

To change toilet bags: Close the two bags one at a time with twist ties. Expel the air before you close the bags to avoid tearing. Put the bags into a closed container (like a garbage can). Make sure the container garbage can has been lined with two heavy duty plastic bags and marked as "Human Waste". WASH HANDS.

Urine disposal: Urinate into a separate bucket that can be tightly covered. Never urinate into the same bag as you defecate in. Urine weakens the plastic. Dispose of toilet paper in the Feces Disposal container.

To empty the urine container / bucket: Dig an 18-20 inch hole in an area away from any well, spring, or other water source and in an area not subject to flooding. Empty the contents and shovel the dirt back over the top. WASH HANDS.

Handling and Disposal of Garbage: Odour and insects are two problems that need to be overcome when garbage cannot be disposed of.

Strain any liquids and bury residue the same as you would urine. After straining, wrap solids in several layers of newspaper and store in a plastic garbage bag in a large marked garbage can with a tight-fitting lid. Keep in an area away from human activity and prevent pets and other animals from getting into it.



FIRST AID

First Aid Supplies

MEDICINES

- Pain medication/anti-inflammatory pills/allergy medication
- Antacids/anti-nausea medication
- Vitamin supplements
- Antibiotic ointment for dressings
- Antiseptic wound cleaner
- Prescription medication (see below)

PRESCRIPTION MEDICATION

Ask your pharmacist about the storage requirements of your prescription drugs. If possible, purchase an extra two week supply for your first aid kit and rotate them each time you refill.

Don't forget Insulin, Inhalers and Epinephrine injections (EpiPen) if you use them.

BANDAGES

Ask at your supply store for the correct amounts appropriate to the size of your family. Suggested equipment includes:

- Adhesive bandages (assorted sizes)
- Elastic bandages (several widths)
- Sterile gauze pads
- Abdominal pads
- Butterfly bandages
- Adhesive dressings
- Large triangular bandages
- Rolled gauze (several widths)
- Sterile dressings
- Adhesive (First Aid) tape (several widths)
- Scissors

In an emergency, bandages can be made from clean rags and sheets, disposable diapers, and sanitary napkins. Dressings can be held in place by neckties, cloth belts, nylon stockings or plastic bags.

These symbols
may identify First
Aid products.



EQUIPMENT

- Non-breakable thermometer
- Eye wash cup and sterile water
- Pocket knife (Swiss Army style)
- Needle and thread
- Scissors (heavy duty)
- Tweezers
- Disposable gloves and face shield
- Splint material
- Safety razor blade
- Safety pins (assorted sizes)
- Cleansing agent/soap
- Cold and heat packs
- Cotton swabs
- Lip balm, sunscreen, sunburn lotion
- Blood pressure cuff (if applicable)
- Glucose monitor and test strips (if applicable)

ADDITIONAL SUPPLIES

- Extra eyeglasses/contact lenses and supplies
- Pre-moistened towelettes
- Tissues
- Skin lotions
- Insect repellent
- Hot water bottle
- Small spray bottle with 10 per cent bleach solution for disinfecting surfaces
- Paper cups and plastic spoons for dispensing medicine
- Hand sanitizer

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OTHER SUPPLIES

Lighting:

Store two or three alternate sources of lights. **Caution: make sure there are no gas leaks before using any open flame, including matches, candles and lanterns.** Remember to place open flames with care to prevent them from toppling over and starting fires.

- Flashlights, extra batteries and spare bulbs. Batteries stored in the refrigerator last longer. Keep a small flashlight in your car, purse and briefcase. No matter where you live, you will have a source of light.
- Camping lanterns – include extra fuel, wicks, mantles and waterproof matches.
- Lightsticks/glowsticks – these can provide light for one to 12 hours and can be purchased at camping supply stores.
- Candles – placing these in glass jars taller than the candle provides extra protection if the candle is knocked over. Remember the glass can get very hot.

Other Items:

- Infant supplies (diapers, bottles, formula, etc.)
- Mylar blankets (also known as rescue, space or foil blankets)
- Sleeping bags and pillows
- Hand towels and wash cloths
- Paper towel
- Toothbrush and Toothpaste
- Hand soap and sterile towelettes
- Feminine hygiene supplies
- Waterproof, intrinsically-safe (sparkless) flashlight and spare bulb
- AM/FM portable radio (wind-up or battery operated)
- Good quality spare batteries
- Disposable dust masks
- Hard hats and eye protectors
- Money (bills and coins)
- Safety rope and shovel
- Nails, hammer, axe
- Pliers, screwdriver
- Whistle
- Personal address book

- Reading materials and games
- Emergency survival book
- Tent and related supplies or a waterproof tarp
- Writing materials – paper, pencils
- Plastic bags
- Duct tape
- Signal flares and flag
- Documents: copy of important documents – house insurance, passports, birth certificates, prescriptions, etc.
- Family photos
- Charger for mobile phone, laptop

NOTES



VEHICLE

It is best to ensure your vehicle is in good repair. Ensure fluid levels are topped up, tires are properly inflated, and make sure the gas tank is at least half full at all times.

Personal Supplies

- Sturdy backpack or duffel bag (for storing supplies)
- Essential personal medication
- Coins and phone credit cards
- Out-of-area contact card
- Personal address book, note pad and pencils
- Bottled water (three day supply)
- Non-perishable food (granola, beef jerky, nuts, dried fruit)
- Large Ziploc bags
- Toilet paper and newspaper
- Toothbrush and toothpaste
- Feminine hygiene supplies
- Thick hand towel
- Whistle (three short blasts is the international “help” signal)
- Flashlight, extra batteries and bulb
- AM/FM radio (hand crank or battery power)
- Candles, matches
- Warning lights and flares
- Light sticks/glow sticks
- Dust masks and hard hat
- Cold weather clothing
- Sturdy walking shoes
- Socks and heavy gloves
- Rescue blanket/sleeping bag
- Local maps and a compass (know how to use them properly)
- Utility/pocket knife

- Axe/hatchet
- Tent/tarp
- Picture of loved ones
- Light reading material and/or deck of cards
- Small first aid kit

Vehicle Supplies

- Fire extinguisher
- Cloth rags and/or paper towels
- Tow chain/rope
- Ice scraper and brush
- Tools
- Booster cables
- Shovel
- Sand/kitty litter, salt or traction mats
- Methyl hydrate to de-ice fuel line and windshield
- Extra windshield wiper fluid

First Aid Equipment - Vehicle

Same as for home kit, and add: motion sickness tablets, sickness bags, accident report, sharp scissors (to cut seatbelt).

Keep the following in the cab of the vehicle: road maps, GPS, flashlight, first aid kit, and survival blankets. The rest may be stored in the trunk.



SPECIAL NEEDS

Infant Kit

- Diapers/Baby wipes
- Change of clothes
- Bottled milk/prepared formula/baby food and/or cereal
- Baby bottles and liners
- Juice and water
- Toys

Elderly Persons Kit/Disabled Persons Kit

Additional precautions should be taken for those who are elderly and/or disabled. Family Emergency Plans should always include any special needs considerations.

- If you live alone, get to know your neighbours and choose (if possible) two people you trust to be your helpers during an emergency. Explain your special needs, and share your Emergency Plan with them, show them how to operate any medical equipment you use, and practice your emergency procedures.
- Adapt home safety measures to suit your needs. For example, safety clips on cupboards may not be appropriate for your particular disability; experiment with other options, such as elastics joining drawer knobs together.
- Keep extra emergency supplies at your bedside or by your wheelchair if you have mobility problems.
- Keep your walking aids near you at all times, and, if possible, an extra cane or walking aid in different rooms at home and at work. If you have a seeing eye dog, keep a cane handy as well, as your dog may be injured or too frightened to help you during a major disaster like an earthquake.
- Remember to include extra prescription medications and medical supplies (such as catheters) or medical equipment (such as inner tubes for wheelchair tires) in your emergency kit.
- Keep a whistle and a small flashlight near you as this will help others find you in an emergency situation. The international signal for help is three short blasts.

STEP 4

REVIEW THE PLAN, MAINTAIN THE KITS

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- ## REVIEW THE PLAN, MAINTAIN THE KITS

REVIEW THE PLAN, MAINTAIN THE KITS



DISASTER PREPARATIONS

Preparing to Deal With Specific Types of Disasters

Flood:

Remove all chemical products from the basement. Move irreplaceable belongings to upper floors.

Tornado:

Secure anything that might be blown around or torn loose, both indoors and outdoors.

Storms:

Prune dead branches and trees to reduce falling hazards. Keep the house in good repair. Check drainage to reduce risk of flooding.

Winter Storm (Driving):

Make allowances for increased travel times; wait out bad weather if possible. Plan route in advance, advise others of route, destination and estimated time of arrival. Keep the gas tank half full. Be alert and well-rested. Clear ALL snow from car and keep the windows defrosted. Wear warm clothes and have extra on hand. Keep a cell phone but don't use when driving.

Earthquake:

Hazard-proof your home; move or secure objects that could fall or tip.

General Preparation for Handling Disasters

Lessen Children's Fears:

Recovery time will be reduced if children understand the dangers of hazardous situations and are comfortable with the family's Disaster Preparedness Plan. Talk, research and practice. Create awareness, but don't frighten.

- Emphasize that they are learning to be safe.
- Be sure they can find the safe place in each room.
- Ask about their school's disaster response plans.
- Choose a friend or relative close to the school who will care for your children if you're unable to. Make sure that your children and the school know who this is.

Pets:

Your pets won't be able to fend for themselves. Be sure they have ID, license or tattoos. Keep them with you if possible. If evacuation is necessary, be aware that pets are not allowed in most emergency shelters. If you must leave your pet at home, confine to one room with water and dry food.

Vehicles:

Keep your vehicle in good repair, take a winter driving course, and avoid driving in bad weather if at all possible. Know how to operate your garage door manually in the event of power loss.

Phones:

Cellular phones will almost certainly fail during a disaster due to high volume usage. Cordless phones will not work in a power outage as the base station still requires electricity to operate. Have a standard handset in the home for emergency use.

Generators:

- Do NOT plug generators into your home's electrical system. Improperly connected generators can "back feed" into the utilities supply circuit and injure or kill repair workers attempting to restore power. Stand-by generators, wired into a home's electrical system, must be installed by a professional electrician using an isolation switch and pass local inspection.
- Some generators supply poor quality electricity and will damage sensitive equipment.
- Do NOT run a generator inside your house or garage.
- Only plug appliances directly into the generator's outlet with approved extension cords.
- Store gasoline away from the generator and NEVER refuel while the engine is hot.

General:

Stay informed! Heed weather warnings. Store a 72 hour supply of food and water. Periodically check regular prescription drugs to ensure a continuous supply in the home. Keep a battery or crank operated radio (or car radio) to monitor for detailed local advice and instructions.



WHAT TO DO DURING A DISASTER

Flood

GENERAL: Turn off basement furnaces, outside gas valve, electricity. Never cross a flooded area on foot, avoid driving through them.

Severe Lightning Storm

INSIDE: Stay inside, away from windows, doors, fireplaces, radiators, stoves, metal pipes, sinks or other electrical-charge conductors. Unplug electrical appliances. Don't use the phone.

OUTSIDE: Seek shelter in a building, cave or depression. If in the open, don't lie flat, crouch with feet together and head down. Keep away from overhead lines, fences, trees and hilltops.

IN VEHICLE : If in a car, stop way from trees or power lines and stay in your car. Get off motor cycles, bicycles or farm vehicles (e. g. tractors).

Tornado

INSIDE: Go to the basement immediately; if none, shelter under heavy furniture, in inner hallway, small inner room or stairwell. Stay away from large indoor areas, and evacuate mobile homes for other shelter.

OUTSIDE: Lie down in ditch, culvert or ravine, protecting your head.

IN A CAR: Get out of and away from the car.

Earthquake

INSIDE: Stay inside, away from windows. Shelter under heavy furniture or flatten against an interior wall.

OUTSIDE OR IN A CAR: Move away from power lines and structures that might collapse.

Winter Power Failure

Turn thermostat(s) to minimum, turn off appliances. Use a generator if possible (see opposite page), don't use heating devices indoors. Leave one light on to alert you when power is restored.

IF YOU HAVE TO EVACUATE:

- Turn off main power if instructed to do so by the police, fire department or utility company. Otherwise, unplug sensitive equipment such as computers, entertainment centre and microwaves.
- Turn off water main and protect valve, inlet pipe, and meter with blankets or insulation.
- Drain water from plumbing system.
- Unhook washing-machine.
- Clear valuables from the basement floor in case of flooding.

Winter Storm

IF TRAPPED IN A CAR: Don't panic! Avoid overexertion and exposure. Shovelling and bitter cold can kill. Stay in your car.

- Open window on side sheltered from the wind.
- Run motor no more than 10 minutes every half hour. Beware of carbon monoxide poisoning. Ensure tailpipe not blocked.
- Use candle for heat. Huddle together for warmth, take turns sleeping. Wear a warm hat.
- Set out warning flares; hang distress flag from antenna.
- Exercise limbs, hands and feet vigorously. Keep moving and don't fall asleep. Keep watch for traffic or searchers.

Be Ready to Evacuate

You may be asked to evacuate. If so:

- Take only items that can be hand carried.
- Leave immediately.
- Take your Family Emergency Kit with you.
- Make arrangements for pets.
- Listen to the radio and follow instructions from local emergency officials. If you are instructed to do so, shut off water, gas and electricity.
- Ensure all members of the family have ID.
- Wear clothes and shoes appropriate to conditions.
- Follow the evacuation routes specified by the officials.
- Leave a note telling others when you left and where you went.

NOTES



Shelter In Place

Shelter In Place is the practice of going or remaining safely indoors during an outdoor release of a hazardous substance or other air quality issues. The goal of Shelter In Place is to reduce the movement of air into and out of the building until the hazard has passed or other appropriate emergency actions can be taken (i.e. evacuation).

An event such as a fire, motor vehicle accident, train derailment, industrial accident, or a natural disaster may cause a hazardous substance release. If the hazardous substance is released in close proximity to housing, there may not be enough time to evacuate safely. In such instances, it may be safer to remain indoors.

*** For more information contact
Health Link at 403-943-LINK (5465) Calgary
or 780-408-LINK (5465) Edmonton
or toll free 1-866-408-LINK (5465)**

Examples of when you may be asked to Shelter In Place:

- An outdoor release of a hazardous substance may affect your building
- There is not enough time or warning to safely evacuate
- The release is expected to pass over the area quickly
- The source and nature of the release has yet to be determined
- A safe evacuation route has yet to be verified
- When it is safe to evacuate but you need assistance

How Do I Shelter In Place?

- Immediately gather everyone indoors
- Close and lock all windows and doors
- If convenient, tape all gaps around exterior frames
- Extinguish indoor wood-burning fires and close the fireplace damper
- Turn off all mechanical devices that exchange air with the exterior:
 - Bathroom and kitchen exhaust fans
 - Built-in vacuums
 - Clothes dryer
 - Gas fireplaces
 - Gas stoves
 - Heating ventilation and air conditioning (HVAC) systems for apartments, commercial building, and public facilities
- Leave open all interior doors
- Pay attention to local radio and television programming for updates
- Stay inside until you receive an “all clear” message from authorities.
- Once the danger has passed, you may be asked to ventilate your building by opening all windows and doors



WHAT TO DO AFTER A DISASTER

After a major disaster, it's normal to feel helpless, worried, angry or even apathetic. You are better off sharing your distress with another supportive adult.

- Rest often, eat well and get as much physical activity as possible.
- Keep a manageable schedule; make a list and do one job at a time.
- Encourage your children to share their feelings and reassure them that they are safe.
- Watch for health problems and signs of stress in yourself and all family members.
- Take time off to do something you enjoy.
- Accept help when others are kind enough to offer.
- Share hugs liberally; the human touch is very healing.

Help the Injured

Listen to the Radio

Don't Use the Telephone

Reunite Your Family

Check Your Home

- Use a flashlight, not open flame.
- Check for fires and other hazards such as damaged buildings, gas leaks, contaminated water, damaged utilities, spilled liquids, mould.
- Confine or secure pets.
- Check on neighbours.

Expect Emotional Reactions

People caught in a disaster may feel confused. They may tremble, feel numb, vomit or faint. Immediately after disaster, they may feel bewildered, shocked, and relieved to be alive. These feelings and reactions are perfectly normal.

When to Seek Help

If you or your family members symptoms continue or increase over time, you may want to seek help from your family doctor or councillor or other helping agency.

Restore Power After an Outage

- Unplug appliances to prevent damage when power is restored.
- Do not enter flooded basement unless sure power is disconnected.
- Do not use flooded appliances, outlets, switch boxes or breaker panels until cleaned by qualified technician.
- Reattach furnace flue (if removed) and turn off fuel to the standby heating unit.
- Switch on main electric switch.
- Turn heating system thermostats up first, then reconnect fridge and freezer. Wait 15 minutes before reconnecting other appliances.
- Close drain valve in basement.
- Turn on water supply.
- Make sure hot water heater is filled before turning on power.
- Warm house slightly above normal temperature for a few hours to allow it to dry thoroughly.
- Check food supplies for spoilage.

Restock Emergency Kits

NOTES



PANDEMIC PREPAREDNESS

What is Pandemic Influenza?

Pandemic Influenza is caused by a new influenza virus that people have not been exposed to before. It is believed the virus will spread rapidly from person to person. All people will likely be susceptible, even the previously healthy.

How will Pandemic Influenza affect us?

There may be food, fuel and service shortages as it is believed that as many as 15 to 35 per cent of the population will be ill at any one time. Also expect other service disruptions such as garbage pick-up, snow removal and transit interruptions. While individuals might only be ill for two weeks, there likely will be multiple waves of illness which would go through the community. Each wave may last 8 to 12 weeks. There may be up to several months between each wave of illness.

What can I do to reduce the risk to myself and others?

- Maintain good basic hand hygiene with frequent hand-washing, using soap and running water or an alcohol-based hand rub.
- Cover your nose and mouth when coughing or sneezing.
- Avoid crowds, whenever possible.

What can I do to if I or one of my family members might have an influenza illness?

- Seek medical attention if you: have a pre-existing medical condition; are unsure of how to treat at home; or are concerned about yourself or a family member.
- Contact Alberta Health and Wellness (www.health.gov.ab.ca) or Health Link in Calgary 943-LINK (5465), or Edmonton 780-408-LINK (5465), or toll-free 1-866-408-LINK (5465) for further information on influenza care.

How can I be prepared?

- Plan ahead how you will manage if you or your family become sick. Consider having back-up child care plans.
- Have enough fluids, non-perishable food, water, pet food and other supplies to last two weeks.
- Have medications to help with fever control.
- Have a two month supply of important prescriptions.
- Know what options are available at work (e.g. can you work from home if caring for a sick family member).

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BE PREPARED!

FOLLOW THESE FOUR STEPS:

STEP 1 + BE INFORMED

STEP 2 + MAKE A PLAN

STEP 3 + MAKE A KIT

STEP 4 + REVIEW THE PLAN, MAINTAIN THE KITS