

# **Disaster Preparedness**

**Guide to Assembling and  
Storing Disaster Supplies**

**&**

**Disaster and Emergency Family  
Communications Plan**



**DISASTER PREPAREDNESS**  
**Guide to Assembling and Storing Disaster Supplies**

You can cope best by preparing for disaster before it strikes. One way to prepare is to assemble disaster supplies in multiple locations. After disaster strikes, you won't have time to shop or search for supplies. But if you've gathered supplies in advance, you and your family can endure an evacuation or home confinement.

**To Prepare Your Kit**

1. Review the checklist on the next few pages.
2. Gather the supplies from the list. Remember that many households already have many of the items needed for your kits. These items can be assembled in appropriate locations for quick access in an emergency, but used under normal circumstances whenever needed. For example, keep a wrench in your kit to shut off gas at the meter in an emergency, but use the wrench for everyday tasks, too. Just be sure to return it to the emergency kit.
3. Place the supplies you're apt to need for an evacuation in an easy-to-carry container.

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# DISASTER PREPAREDNESS

## Guide to Assembling and Storing Disaster Supplies

<b>General Disaster Supplies</b>		Need It	Have It	<b>Water and Food Items</b>		Need It	Have It
Emergency cash (bills and coins)				Water (1 gallon per person per day)			
Fuel for vehicles				Cereal/granola			
Propane for gas grills/stoves				Trail mix, nuts, dried fruits, protein bars			
Generator (with fuel for 5 days)				Peanut butter and jelly			
Battery-powered flashlight for each person				Crackers and cookies			
Battery-powered portable TV or radio				Powdered drinks/canned juices			
Batteries				Canned/jarred vegetables			
Basic landline telephone				Canned/jarred fruits			
Weather/All-hazards alert radio				Canned meats/fish			
Garbage bags (several sizes)				Beans, pasta, soups			
Blue tarp/heavy plastic				Baby formula and extra bottles/liners			
Utility knife or Swiss Army knife				Dietary supplements			
Tools (hammer, screwdriver, pliers)				Oral hydration fluids			
First Aid kit				Other:			
<b>Personal &amp; Hygiene Items</b>		Need It	Have It	<b>Kitchen/Food Preparation</b>		Need It	Have It
Soap and hand sanitizer				Disposable kitchen utensils			
Toothbrush, toothpaste, denture supplies				Napkins/paper towels			
Toilet paper supply				Paper plates			
Feminine hygiene products				Plastic wrap and aluminum foil			
Diapers and diaper wipes				Portable gas grill/stove			
Eyeglasses, contact lenses, solution				Manual can opener			
Hearing aids and batteries				Cleaning supplies: bleach, laundry detergent			
Sunscreen, insect repellent				Cooler			
<b>Bedding/Clothing</b>		Need It	Have It	<b>Individual Comfort Items</b>		Need It	Have It
Cots, bedding, blankets, pillows, sleeping bags				Baby toys, infant pacifier			
Changes of clothing for 5 days				Children's games and toys			
Protective clothing: rain gear, boots, gloves, masks, goggles, warm clothing				Books, playing cards, magazines, puzzles, board games			
Other:				Other:			
<b>Important Documents</b>		Need It	Have It	<b>Pet Supplies</b>		Need It	Have It
Photo identification				Pet food, water and supplies			
Proof of home occupancy				Kennel/muzzle			
Insurance policy documents				Leash, collar with identification tags			
Photo inventory of personal belongings				Sanitary supplies: cat litter, waste bags			
Banking information							
Medical records							
Proof of pet vaccination							
Emergency contact numbers							
Personal/family contact numbers							
<b>Special Needs Items</b>		Need It	Have It			Need It	Have It
Specify:							
Specify:							
Specify:							

The only thing tougher than preparing for a disaster .... Is explaining why you didn't.

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## Guide to Assembling and Storing Disaster Supplies

<b>General Disaster Supplies</b>		Need It	Have It	<b>Water and Food</b>		Need It	Have It
Keys (house, office, car, storage shed)				Water (1 gallon per person per day)			
Emergency cash (bills and coins)				Cereal/granola			
Battery-powered flashlight for each person				Trail mix, nuts, dried fruits, protein bars			
Batteries				Peanut butter and jelly			
Weather/All-hazards alert radio				Crackers and cookies			
Utility knife or Swiss Army knife				Baby formula and extra bottles/liners			
Whistle				Dietary supplements			
Tools (hammer, screwdriver, pliers)				Oral hydration fluids			
First Aid kit				Other:			
<b>Personal &amp; Hygiene Items</b>		Need It	Have It	<b>Important Documents</b>		Need It	Have It
Soap and hand sanitizer				Photo identification			
Toothbrush, toothpaste, denture supplies				Proof of home occupancy			
Toilet paper supply				Insurance policy documents			
Feminine hygiene products				Photo inventory of personal belongings			
Diapers and diaper wipes				Banking information			
Eyeglasses, contact lenses, solution				Medical records			
Hearing aids and batteries				Proof of pet vaccination			
Sunscreen, insect repellent				Emergency contact numbers			
Other:				Personal/family contact numbers			
<b>Bedding/Clothing</b>		Need It	Have It	<b>Individual Comfort Items</b>		Need It	Have It
Blanket, pillow, sleeping bag				Baby toys, infant pacifier			
Towel, wash cloth				Children's games and toys			
Changes of clothing for 5 days				Books, playing cards, magazines, puzzles			
Protective clothing: rain gear, boots, gloves, masks, goggles, warm clothing				Other:			
<b>Vehicle Go-Kit Supplies</b>							
<b>General Supplies</b>		Need It	Have It	<b>Car Repair Supplies</b>		Need It	Have It
Waterproof disposable camera				Jumper cables			
Battery-powered flashlight and batteries				Tire repair kit/spare tire and tools			
Tools (hammer, screwdriver, pliers)				Flares/white distress flag			
First Aid kit				Utility knife			
Roadmaps				Duct tape/masking tape			
Other:				Bungee cords			
<b>Pet Go-Kit Supplies</b>							
		Need It	Have It			Need It	Have It
Pet food and water				Portable kennel			
Pet medications				Community kennel or other safe facility info.			
Leash, muzzle, collar with identification tags				Sanitary supplies: cat litter, waste bags			

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## **DISASTER PREPAREDNESS**

### **Guide to Assembling and Storing Disaster Supplies**

<b>Medical Records &amp; Contact Info</b>	Need It	Have It	<b>Medications/Medical Devices</b>	Need It	Have It
Hardcopy of personal medical records	<input type="checkbox"/>	<input type="checkbox"/>	List of medications for each family member	<input type="checkbox"/>	<input type="checkbox"/>
Electronic version of medical history	<input type="checkbox"/>	<input type="checkbox"/>	1 month's supply of each medication	<input type="checkbox"/>	<input type="checkbox"/>
Vaccination history	<input type="checkbox"/>	<input type="checkbox"/>	Medical device information	<input type="checkbox"/>	<input type="checkbox"/>
Physician contact information	<input type="checkbox"/>	<input type="checkbox"/>	Medical device supplies	<input type="checkbox"/>	<input type="checkbox"/>
Hospital and clinic contact information	<input type="checkbox"/>	<input type="checkbox"/>	Medical device professional support contacts	<input type="checkbox"/>	<input type="checkbox"/>
Other care provider contact information	<input type="checkbox"/>	<input type="checkbox"/>	Special needs medical supplies	<input type="checkbox"/>	<input type="checkbox"/>
Pharmacy contact information	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>
Care instructions for current medical conditions	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>

#### **First Aid Kit Supplies**

	Need It	Have It		Need It	Have It
Latex or rubber gloves (2) pairs	<input type="checkbox"/>	<input type="checkbox"/>	Cortisone cream	<input type="checkbox"/>	<input type="checkbox"/>
Rubbing alcohol	<input type="checkbox"/>	<input type="checkbox"/>	Aspirin and non-aspirin pain relievers	<input type="checkbox"/>	<input type="checkbox"/>
Sterile adhesive bandages	<input type="checkbox"/>	<input type="checkbox"/>	Anti-diarrheal medication	<input type="checkbox"/>	<input type="checkbox"/>
Sterile bandages (assorted sizes)	<input type="checkbox"/>	<input type="checkbox"/>	Antacids	<input type="checkbox"/>	<input type="checkbox"/>
Adhesive tape	<input type="checkbox"/>	<input type="checkbox"/>	Antihistamines	<input type="checkbox"/>	<input type="checkbox"/>
Safety pins (assorted sizes)	<input type="checkbox"/>	<input type="checkbox"/>	Hydration packs for children and adults	<input type="checkbox"/>	<input type="checkbox"/>
Scissors	<input type="checkbox"/>	<input type="checkbox"/>	Laxative medication for children and adults	<input type="checkbox"/>	<input type="checkbox"/>
Tweezers	<input type="checkbox"/>	<input type="checkbox"/>	Special needs medical supplies	<input type="checkbox"/>	<input type="checkbox"/>
Needles	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>

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**DISASTER PREPAREDNESS**  
**Disaster and Emergency Family Communications Plan**

Family Name:

Address:

Phone:

**Step 1: Family Members Covered by the Family Communications Plan**

Name	Phone/Cell	Email	Address (if not home address)

**Step 2: Local Contacts**

Name	Phone/Cell	Email	Address

**Step 3: Primary Out-of-Area Contact**

Name	Phone/Cell	Email	Address

**Step 4: Secondary Out-of-Area Contact**

Name	Phone/Cell	Email	Address

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**Step 5: Family Emergency Meeting Places**

In Town	Out of Town
Location Name:	Location Name:
Contact Name:	Contact Name:
Address:	Address:
Phone:	Phone:

**Step 6: Emergency Services Contact List**

Local Emergency Contacts	Medical/Health Contacts
Police Emergency: 911	Physician:
Police (non-emergency):	Physician:
Fire Department:	Clinic:
Ambulance/EMS:	Hospital:
Office of Emergency Mgmt.:	Dentist:
Local Red Cross:	Pharmacy:
Local Disaster Shelter:	Veterinarian:

Children's Information	Other Information
School/Child Care:	Insurance Agent:
Teacher:	Plumber:
School/Child Care:	Electrician:
Teacher:	Contractor:
School/Child Care:	Landlord:
Teacher:	Bldg. Maintenance:

**Step 7: Communications Options**

Land line telephone	Copy for every family member
Cellular Telephone	Copy for every Go-Kit
Local Contacts	Copy for each vehicle
Out-of-area primary and secondary contacts	Copy near in-home telephones
Email messaging	Copy in the in-home sheltering location
Text Messaging	Copy at each worksite
Digital two-way radio	

**Step 8: Distribute Communications Plan**

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