

# SEVEN STEPS TO EARTHQUAKE AND DISASTER PREPARATION

STUDENT \_\_\_\_\_

Age \_\_\_\_\_ D.O.B. \_\_\_\_\_ Grade \_\_\_\_\_ Town(s) you live in \_\_\_\_\_

SIGNED UP WITH **SMC ALERT.INFO** ?

SIGNED UP WITH **NEXTDOR** ?

## PREPARE: STEP 1: SECURE YOUR SPACE

- Hang plants in lightweight pots w/closed hooks, well secured to joist or stud and far away from windows.
- Install strong latches on kitchen cabinets.
- Use flexible connections where gas lines meet appliances.
- Remove or lock refrigerator wheels, secure to studs.
- Secure valuable electronics items such as computers and televisions.
- Keep breakables in low or secure cabinets with latches.
- Move heavy plants and other large items to floor or low shelves.
- Hang mirrors and pictures and pictures on closed hooks.
- Secure free-standing woodstove or fireplace insert.
- Keep heavy unstable objects away from doors and exit routes.
- Place bed away from windows or items that may fall.
- Secure knick knacks and other small valuables with museum putty.
- Brace overhead light fixtures.
- Place only light weight/soft items over bed.
- Secure top-heavy furniture to studs.
- Secure water heater with metal straps attached to studs.
- Trim hazardous tree limbs.

## PREPARE STEP 2: CREATE A PLAN

- Get a fire extinguisher for your home. Store fire extinguisher (type ABC) in easily accessible location. Your local fire department can train your family to use it properly.
- Keep several flashlights in easily accessible places around the house.
- Keep gas turn-off tool or wrench in water proof wrap near gas meter. Know the location of utility shutoffs and keep needed tools nearby. Know how to turn off the gas, water, and electricity to your home. Only turn off the gas if you smell or hear leaking gas.
- Know the location of your main electrical switch (fuse box or circuit breaker).
- Have your emergency plan accessible and discuss with all family members.
- Know whether you live, work, or play in a tsunami hazard zone.
- Obtain a NOAA Weather Radio with the Public Alert feature to notify you of tsunamis and other hazards.
- Keep flashlight, slippers and gloves next to beds.
- Keep car gas tank at least half full.
- Designate an out-of-area contact person who can be called by everyone in the household to relay info.
- Select a safe place outside of your home to meet your family or housemates after the shaking.
- Provide all family members w/ list of imp. emergency contact phone numbers to use aft. the emergency (family, friends).
- Determine where you might live if your home cannot be occupied after a disaster.
- Know about the earthquake plan developed by your children's school or day care. Keep **school emergency release card(s) current**.

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## PREPARE STEP 2: CREATE A PLAN (contin.)

- Keep copies of essential documents, such as identification, insurance policies, and financial records, in a secure, waterproof container, and keep with your disaster supplies kits. Include a household inventory (a list and photos or video of your belongings).
- Keep shoes and a working flashlight next to each bed.
- Teach everyone in your household to use emergency whistles and/or to knock three times repeatedly if trapped. Rescuers are trained to listen for such sounds.
- Take a Red Cross first aid and cardiopulmonary resuscitation (CPR) training course. Learn who else in your neighborhood is trained.
- Install smoke and carbon monoxide alarms and test them monthly. Change the battery 2x (daylite savings!) a year, or when the alarm emits a "chirping" sound (low-battery signal).
- Work with your neighbors to identify who has skills and resources that will be useful in an emergency, and who may need special attention (children, elderly, disabled, etc.).
- Sign up for **Community Emergency Response Team (CERT)** with the Half Moon Bay Fire Dept..
- Have a plan for your pets in advance.

## Disability-Specific Tips:

### People with Developmental/Cognitive/Intellectual Disabilities:

- You may have to take additional steps, especially if someone has a disability or other access and functional needs. Register with your local fire department for assistance so needed help can be provided. Identify the needs of household members and neighbors with special needs requirements or situations, such as use of a wheelchair, walking aids, special diets, or medication.
- Have a written or visual checklist with short, easy steps.
- Include communication tools in your kit that you know how to use. People who are nonverbal can include pictures, written phrases, or Kwik Points for easier communication.
- Store extra batteries for portable communication devices.
- Practice Drop, Cover, and Hold On and your plan. Regular practice will help you to remember what to do and to remain calmer when a disaster occurs.
- Practice telling care assistants and responders how to communicate with you, such as using simple, short, and clear language for instructions.

### People who are Deaf or Hard of Hearing:

- Have more than one method to receive warnings and evacuation information like SMC Alert.
- Store extra batteries in your disaster kits for hearing or communication devices.
- Keep pen and paper in your kits for receiving and communicating information.
- Prior to an earthquake, test multiple ways to receive warnings/evacuation info.

### People who are Blind or Visually Impaired:

- Earthquakes can cause items to fall and furniture to shift making navigating the room more difficult.
- Sound clues may not be available.

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## PREPARE STEP 2: CREATE A PLAN (contin.)

### People who are Blind or Visually Impaired:

- While evacuating move slowly and check for obstacles in the way. Shuffling your feet when there is a lot of debris on the ground will reduce your likelihood of falling.
- Store extra canes, batteries and supplies for your communication devices.
- Label emergency supplies using large print, fluorescent tape, Braille, or other preferred methods.

### For Service Animals:

- Keep license and ID tags on service animals at all times.
- Keep copies of any service animal certification or documentation including immunization records, medications, and veterinarian's contact information in your service animal's disaster kit.
- Store extra animal food, water, and feeding bowls.
- Keep an extra harness and/or leash with your disaster supplies.
- Your service animal may be frightened or injured and may not be able to work after the earthquake. There is increased risk of injury to their paws from broken glass or debris on the ground.
- Be prepared to use alternate equipment if your animal cannot provide its normal services.
- Arrange for your PST to check on you and your animal.
- Service animals allowed in shelters, pets not. Be prepped to explain services your animal performs for you.

### The Shelter (take personal emergency supplies)

#### Do NOT take to a shelter:

- Pets (Service animals for people with disabilities are allowed take food for them).
- Large quantities of unnecessary clothing or other personal items
- Valuables that might be lost, stolen, or take up needed space

## PREPARE STEP 3: PREPARE DISASTER KITS (see attached kit lists)

- Keep an emergency backpack with copies of important documents near the door to grab and go.
- Store emergency supplies like food and water in a dry accessible area. Include first aid kit, extra cash, portable radio, extra batteries, medications and other necessary supplies.

## PREPARE STEP 4: STRENGTHEN YOUR HOME

- Use anchor bolts every 4 to 6 feet to secure home to foundation.
- Reinforce brick chimneys.

## SURVIVE STEP 5: DROP, COVER and HOLD ON!

**Indoors:** Drop, cover, and hold on. Drop to floor, take cover under a sturdy desk or table, hold on to it firmly.

Be prepared to move with it until the shaking stops. If you are not near a desk or table, drop to the floor against the interior wall and protect your head and neck with your arms. Avoid ext. walls, windows, hanging objects, mirrors, tall furniture, large appliances, and kitchen cabinets with heavy objects or glass. Do not go outside!

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## **SURVIVE STEP 5: DROP, COVER and HOLD ON! (contin.)**

**In bed:** If you are in bed, hold on and stay there, protecting your head with a pillow. You are less likely to be injured staying where you are. Broken glass on the floor has caused injury to those who have rolled to the floor or tried to get to doorways.

**In a wheelchair:** Lock the wheels once you are in a safe position. If unable to move quickly, stay where you are. Cover your head and neck with your arms.

**Outdoors:** Move to clear area safely; avoid power lines, trees, signs, buildings, vehicles, hazards.

**Driving:** Pull over to the side of the road, stop, and set the parking brake. Avoid overpasses, bridges, power lines, signs and other hazards. Stay inside the vehicle until the shaking is over. If a power line falls on the car, stay inside until a trained person removes the wire.

**In a high-rise:** Drop, cover, and hold on. Avoid windows and other hazards. Do not use elevators. Do not be surprised if sprinkler systems or fire alarms activate.

**In a stadium or theater:** Stay at your seat and protect your head and neck with your arms. Don't try to leave until the shaking is over. Walk out slowly watching for anything that could fall in the aftershocks.

## **RECOVER STEP 6: CHECK FOR INJURIES AND DAMAGE**

### **INJURIES**

- Check first aid kit or the front pages of your phone book for detailed instructions on first aid measures.
- If a person is bleeding, put direct pressure on the wound. Use clean gauze or cloth, if available.
- If a person is not breathing, administer rescue breathing.
- If a person has no pulse, begin CPR (cardiopulmonary resuscitation).
- Do not move seriously injured persons unless they are in immediate danger of further injury.
- Cover injured persons with blankets or additional clothing to keep them warm.
- Get medical help for serious injuries.
- Carefully check children or others needing special assistance.

### **DAMAGE**

- Fire. If possible, put out small fires in your home or neighborhood immediately. Call for help, but don't wait for the fire department.
- Gas Leaks. Shut off the main gas valve only if you suspect a leak because of broken pipes or the odor or sound of leaking natural gas. Don't turn it back on yourself - wait for the gas company to check for leaks. The phone book has detailed information on this topic.
- Damaged Electrical Wiring. Shut off power at the main breaker switch if there is any damage to your house wiring. Leave the power off until the damage is repaired.
- Broken Lights and Appliances. Unplug these as they could start fires when electricity is restored.
- Downed Power Lines. If you see downed power lines, consider them energized and stay well away from them. Keep others away from them. Never touch downed power lines or any objects in contact with them.
- Fallen Items. Beware of items tumbling off shelves when you open closet and cupboard doors.

# SEVEN STEPS TO EARTHQUAKE AND DISASTER PREPARATION

## RECOVER STEP 6: CHECK FOR INJURIES AND DAMAGE (contin.)

- Spills. Use extreme caution. Clean up any spilled medicines, drugs, or other non-toxic substances. Potentially harmful materials such as bleach, lye, garden chemicals, and gasoline or other petroleum products should be isolated or covered w/absorbent dirt or cat litter. When in doubt, leave your home.
- Damaged Masonry. Stay away from chimneys and walls made of brick or block. They may be weakened and could topple during aftershocks. Don't use a fireplace with a damaged chimney. It could start a fire or let poisonous gases into your home.

## RECOVER STEP 7: FOLLOW YOUR PLAN

- Go to the pre-arranged safe place outside of home to meet your family or housemates after the shaking.
- Turn on your portable or car radio for information and safety advisories.
- Place all phones back on their cradles.

### Right Away

- Try not to use the phone too much. Text is better. After the main part of the emergency call your out-of-area contact, tell them your status, then stay off the phone. **Emergency responders need to use the phone lines for life-saving communications.**
- Check on the condition of your neighbors.
- If power is off, plan meals to use up refrigerated and frozen foods first. If you keep the door closed, food in your freezer may be good for a couple of days.
- If your water is off or unsafe, you can drink from water heaters, melted ice cubes, or canned vegetables. Avoid drinking water from swimming pools or spas.
- Do not eat or drink anything from open containers that are near shattered glass.
- If you can not live in your home, go to the pre-arranged emergency home you planned.
- Keep copies of essential documents, such as identification, insurance policies, and financial records, in a secure, waterproof container, and keep with your disaster supplies kits. Include a household inventory (a list and photos or video of your belongings).
- You may have to take additional steps, especially if someone has a disability or other access and functional needs. Register w/your local fire department for assistance so needed help can be provided.
- Never use the following indoors: camp stoves, gas lanterns or heaters, gas or charcoal grills, or gas generators. These can release deadly carbon monoxide or be a fire hazard in aftershocks.

### The Week After

- If your gas was turned off, **you will need to arrange for the gas company** to turn it back on.
- If the electricity went off, then came back on, check appliances and electronic equipment for damage.
- If water lines broke, look for water damage.
- Locate and/or replace critical documents that may have been misplaced, damaged, or destroyed.
- Contact your insurance agent or company and FEMA for claims.

# SEVEN STEPS TO EARTHQUAKE AND DISASTER PREPARATION

## HOME EMERGENCY SUPPLIES

### Drugs/Medications/Aids

- sunscreen
- medications, prescription list, copies of medical cards, doctor's name and contact information
- hydrogen peroxide wound wash
- antibiotic ointment
- individually alcohol swabs
- aspirin and non-aspirin tablets
- nebulizer supplies
- diarrhea medicine
- medical consent forms for dependents
- hearing aids
- cane
- O2
- blood glucose tester
- catheter / feeding equipment
- VNS magnet
- spare eyeglasses or contact lenses and cleaning solution
- blood glucose tester

### First Aid Supplies

- first aid handbook and pens, sharpies
- non-latex examination gloves
- wipes, paper towel
- 6-web bandage rolls
- wounds: peroxide/alcohol, bandaids, Neosporin, 6-gauze rolled, 4-4x4 pads, 4-ab pads (or sanitary napkins)
- breaks: splinting materials, 2-ace bandages, triangular bandage for sling
- cotton-tipped swabs
- tools: scissors, tweezers, BP cuff, thermometer, pocket knife
- small plastic bags
- safety pins, needle and thread
- instant cold packs for sprains
- sanitary napkins

### Personal Supplies

- water** (minimum one gallon a day for each person and pet, for drinking, cooking, and sanitation)
- list of out-of-area emergency contact **phone numbers**
- canned and packaged **foods/snacks**
- diapers, food, and other supplies for **infants, elderly and disabled**
- food and water for **pets**, pet restraints (leash/collar). Include supplies for seeing eye, hearing, or companion dogs
- working **flashlight** with extra **batteries** and light bulbs and Cyalume light sticks (12-hour omni-glo) and headlamp
- comfort** items such as games, cards, crayons, writing materials, teddy bears, a few family pictures
- personal hygiene** supplies (inc. tampons/napkins, toothbrush, paste) and special provisions for yourself and others in your family including elderly, disabled, small children, and animals
- copies of vital documents** (driver's license, work ID card, insurance policies, health insurance, etc.)
- whistle** (to alert rescuers to your location)
- sturdy shoes** provide protection
- change of comfortable, warm **clothing** including extra socks and a jacket
- emergency cash** (ATMs might not work) \$\$ small bills and coins are the best
- blanket/pillow/air mattress or **sleeping** bags, and perhaps even a tent (can use camp stuff!)
- towel** and washcloth
- toilet paper** in Ziploc

### CERT Supplies

- Rite in Rain forms and Rite in Rain pen
- triage tape
- sharpies thick and thin

# SEVEN STEPS TO EARTHQUAKE AND DISASTER PREPARATION

## HOME EMERGENCY SUPPLIES

### EMERGENCY TOOLS AND SUPPLIES

- fire extinguisher** (multi-purpose, dry-chem type)
- wrenches** to turn off gas and water supplies
- work **gloves** and protective **goggles**
- heavy-duty **plastic** bags for waste, and to serve as tarps, rain ponchos, and other uses and **duct tape**
- portable **radio** with **extra batteries** (or hand-crank for charging)
- additional flashlights** or light sticks (candles can be used carefully)
- non-powered corded phone** (if only cordless phones are normally used)
- N95 dust mask**
- tools**: ax, shovel, broom, screwdriver, pliers, hammer, adjustable wrench, utility knife, 5in1 tool, voltage tick meter
- rope** for towing or rescue
- knife**
- garden **hose** (siphoning/firefighting)
- charcoal/gas **grill** (do NOT use inside ever)
- cooking** utensils: **manual can opener**, cups, utensils
- bleach

## YOUR GO-BAG FOR CAR

- bottled water
- food (nonperish: bars, trail mix, etc.)
- blankets
- change of clothes (warm), jacket, sturdy shoes
- coins for telephone calls
- fire exting: multipurp., drychem type
- first aid kit and manual
- emergency signal device (light sticks, battery-type flasher, reflector, etc.)
- working flashlight with extra batteries and light bulbs and Cyalume light sticks (12-hour omni-glo), headlamp
- work gloves
- local maps and compass
- rope for towing, rescue, etc.
- paper and pencils
- wipes
- prescription medicines
- battery-op radio w/fresh batteries
- hand-crank or battery radio
- small mirror for signaling
- toilet paper in ziploc bag
- tools (pliers, adj. wrench, screwdriver, 5in1 tool)
- whistle for signaling
- jumper cables
- duct tape
- medication, glasses,
- N95 mask
- car set of First Aid supplies
- car set of CERT supplies