



Island County Ready Neighbors

Household Emergency Plan

Family Name: _____

Table of Contents

| | |
|---|----|
| Gathering Emergency Supplies | 3 |
| Considering Specific Needs & Pets | 4 |
| Household Evacuation Plan | 5 |
| Types of Sheltering | 6 |
| Utility Emergency Plan | 7 |
| Preparing for Seasonal Hazards | 8 |
| Communications Plan | 9 |
| Local Contact Information | 10 |
| Transportation Plan | 11 |
| Update and Practice Your Plan | 12 |
| Household Preparedness Notes | 13 |
| Extra Notes | 14 |

Directions

This fill-in-the-blank style Household Emergency Plan provides a template for you and your family to talk through and complete. Review each page with the other members of your household and add as much information as possible.

Note: *The terms ‘family’ and ‘household’ are used interchangeably in this document.*

Gathering Emergency Supplies

Remember that it is important to tailor your supplies to your family's needs, and those needs may change over time.

Be 'Two Weeks Ready'

Why? After a disaster, first responders will be immediately overwhelmed, and 911 services may be down. It is crucial that you plan to be on your own for at least two weeks.

Mark your calendars to remember to update your kits seasonally and check expiration dates. Rotate out supplies before they expire.

- Water (1 gal per person per day)
- Food (non-perishable)
- Pet food & medications
- Can opener and utility knife
- Comfort/entertainment items
- Medications/Medical Equipment
- Glasses/eye care supplies
- First aid kit
- Flashlight & extra batteries
- Personal hygiene items
- Extra blankets and towels
- Toilet paper/wet wipes
- Fire extinguisher
- Extra clothes/sturdy shoes
- NOAA Weather Radio
- Backup power/extra chargers
- Cash (small bills)
- N95 masks

Create smaller kits for work and your vehicles, and individual 'Go-Bags' for family members and pets.

Important Documents

Keep copies of important documents in your disaster supply kit and keep them updated as they change over time. These could be important to your family's disaster recovery if you must evacuate. Store these in a waterproof container as well as an encrypted flash drive.

- Multiple forms of identification
- Household emergency plan
- Insurance information
- Medical information
- Pet's vet records
- Deeds and Titles
- Bank Records
- Birth certificates
- List of contacts

Considering Specific Needs & Pets

Specific Needs

Why? Every family is different and only you will know how best to take care of each other. Be sure to consider specific needs in your household when making your plan, gathering supplies, and signing up for alerts.

- Places you spend a lot of time
- Dietary needs and food allergies
- Responsibilities for assisting others
- Languages spoken in the household
- Cultural and religious considerations
- Households with school-aged or young children
- Different ages of members within your household
- Medical needs including prescriptions and equipment
- Household members with disabilities or access and functional needs



Preparing For Your Pets

Why? Animals are a part of our families too and they can get particularly stressed during a disaster.

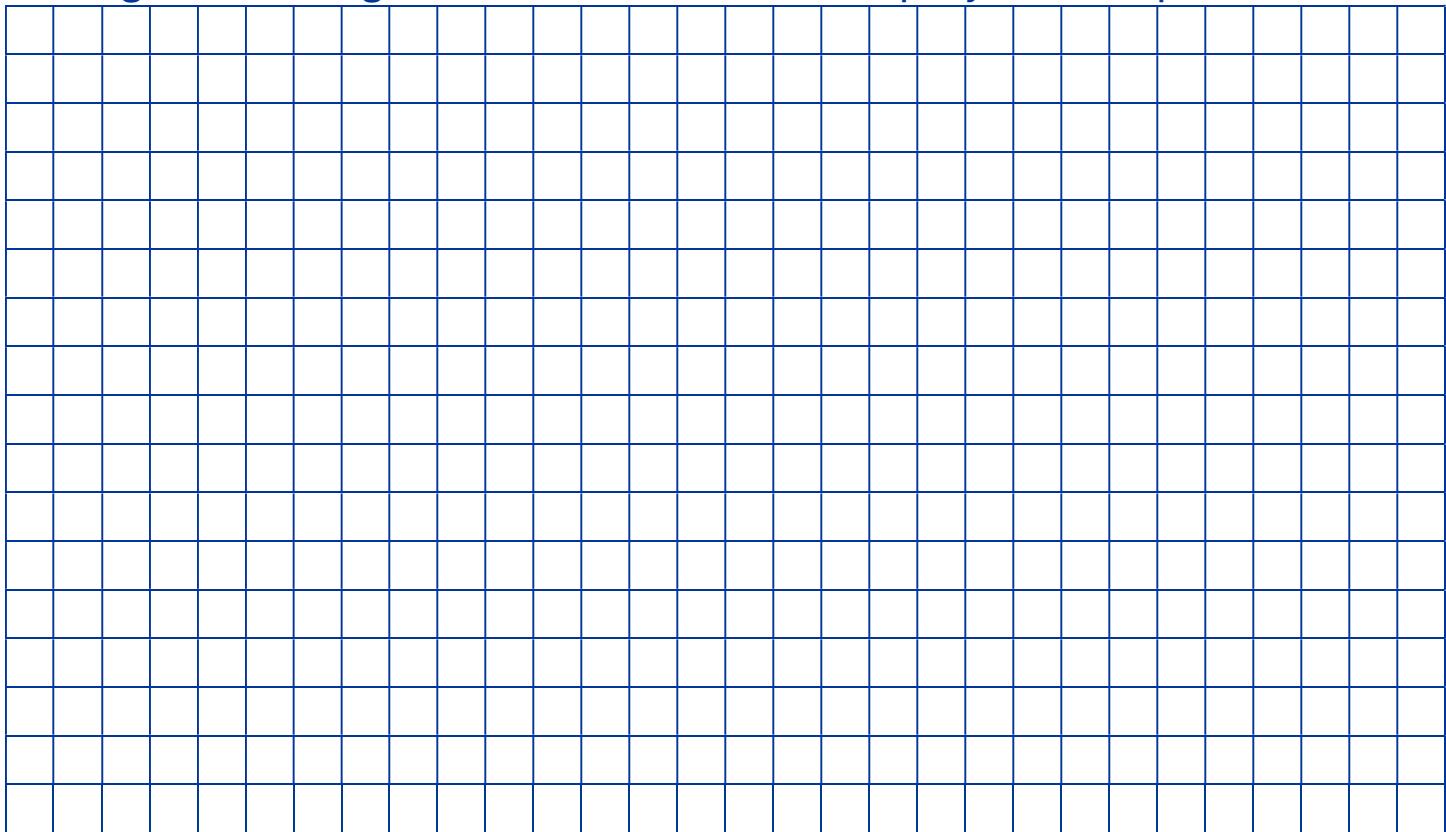


- Extra supplies: food, water, treats, blankets, leashes, toys
- Have a care plan for your pet if you cannot get home
- Place a pet rescue sticker in your window
- Carry extra prescriptions for your pets
- Make crates, carriers, and car harnesses accessible
- Include sanitation items in your kit
- Have your pets microchipped and keep the registration updated

Tip: In a disaster, pets often get separated from their owners. Keep pictures of yourself with your pet in your emergency kit. It will help you quickly prove ownership of your pet in an emergency.

Household Evacuation Plan

In case of a sudden home evacuation, does your family know all the exits and escape routes? Have you practiced them together? Use the grid below to diagram how to get out, and where to meet up if you are separated.



Our disaster meeting place if we cannot return home is...

(Should be somewhere easy to find, such as a library or grocery store)

Exact Location: _____

Our meeting place in case of home evacuation is...

(Should be somewhere near your home, such as a neighbor's home, or nearby intersection)

Exact Location: _____

Our family emergency supplies are stored...

(Should be somewhere secure, but accessible, such as a bedroom closet)

Exact Location: _____

Tip: Practice your evacuation plans and gather at each of your identified meeting locations.

Types of Sheltering

Mass Care Shelter

Why? If you need to evacuate your home and cannot return for an extended period of time, you may need to stay with family, friends, or in a community shelter.

Make sure to keep your family Go-Bags near an exit in case you need to quickly leave home, so that you will have some basic supplies when you must shelter away from home.

Exact location of Go-Bag(s): _____

Shelter-in-Place: Police Activity

Why? Local Law Enforcement may encourage families to Shelter-in-Place for life-safety during police incidents that could pose a danger to the public.

- Cover and lock windows, and avoid standing in windows
- Lock home and car doors
- Bring kids and pets indoors
- Stay vigilant and alert
- Close garage doors and gates
- Check social media and local news outlets for updates

Shelter-in-Place: Hazardous Material Release

Why? In the event the air outside becomes dangerous to breathe, having a Shelter-in-Place kit can save lives and prevent medical emergencies.

- Grab your emergency kit
- Shut off forced air systems
- Apply tape around doors and windows
- Close vents and fire places
- Shelter in an internal room

See 'Learning to Shelter-in-Place' in the *Household Preparedness Information and Activity Packet* to learn more.

Internal room(s) identified: _____

Exact location of Shelter-in-Place supplies: _____

Utility Emergency Plan

Do you know where all your shutoffs are located? After a disaster, utility lines in your home may be damaged. Shutting them off can prevent explosions, fires, electrocution, and flooding.

It is important to know the location of the main utility shutoff valves and switches in your home, and what tools are required to turn them off. Remember to turn off utilities only if local officials tell you to do so, **OR if you believe there is an immediate threat to life or property. Never stack or store anything that will block immediate access to the shutoffs.** For more information on utility safety, scan the QR code or visit www.islandcountywa.gov/484/Utility-Safety.



Gas Shutoff Valve is located...

Exact Location: _____

Electrical Shutoff is located...

Exact Location: _____

Water Shutoff valve is located...

Exact Location: _____

Our Gas Provider is... (Agency & Phone Number)

Our Electrical Provider is... (Agency & Phone Number)

Our Water Provider is... (Agency & Phone Number)

Preparing for Seasonal Hazards

Different seasons bring different weather and hazards and require different responses.

Winter Hazards

Why? Winter storms increase risks such as car accidents, hypothermia, frostbite, carbon monoxide poisoning, frozen pipes, and heart attacks from overexertion.

Our water spigots are located...

Exact location(s): _____

Our pipes most at risk of freezing are located...

Exact location(s): _____

Our snow shovel and de-icer/salt supplies are located...

Exact location(s): _____

Our generator and fuel/backup power are located...

Exact location(s): _____

Summer Hazards

Why? Summer brings high temperatures and poor air quality due to wildfires. Many families in Washington State do not have air conditioning in their homes. To keep people safe during peak temperatures, public cooling centers may be opened. Families can also plan ahead by identifying places with A/C ahead of time, such as the home of a friend, family, or trusted neighbor.

Our backup locations to during high temperatures are...

Exact location(s): _____

National Weather Service
Seattle Forecast Office

SnoPUD
Outage Map

Puget Sound
Energy Outage Map

Puget Sound Clean
Air Agency Map

**Helpful
Links**



Communications Plan

Do you know how you will contact your family during a disaster?

Out of Area Contacts

Why? Local phone systems may be shut down in a disaster, however you can usually place a long-distance call. If possible, designate a primary and a secondary person to contact. Let them know of your plan in advance so they are not caught off-guard. If they know a disaster has happened in your area, they can be ready for you to make contact. You can offer to do the same for them.

Primary Contact Name: _____

Relationship: _____

Phone Number: _____

Location: _____

Tip: In a widespread disaster, phone lines may be overloaded. SMS messages (texts) will often get through where calls fail. Keep texts brief and limit attachments to ensure they send quickly.

Secondary Contact Name: _____

Relationship: _____

Phone Number: _____

Location: _____

Important Phone Numbers

Why? Do you and your family have phone numbers of people you may need to contact in an emergency memorized. Your phone may lose power or be damaged or lost in an emergency or disaster.

Name: _____ **Phone:** _____

Local Contact Information

Refer to this page if you need to quickly call for help in an emergency.

Non-emergency numbers have also been provided.

Active Emergency: **CALL 911**

My address: _____

My contact info: _____

Other Emergency Contacts:

Use this space to note other people you may need to call in an emergency (Examples: Schools, daycares, apartment managers/landlords, trusted neighbors, workplaces, etc.)

Utility Emergency Numbers

Puget Sound Energy
1-888-225-5773

Snohomish County Public Utility District
425-783-1001

Cascade Natural Gas (Report an Outage)
1-888-522-1130

Non-Emergency Numbers

Law Enforcement

Island County Sheriff's Office
360-678-4422

Fire

Oak Harbor Fire Department
360-679-9567

Central Whidbey Fire
360-678-3602

South Whidbey Fire/EMS
360-321-1533

Camano Fire & Rescue
360-387-1512

Transportation Plan

In the event of a disruption on your normal route, how will you get home?

Considering Alternative Routes

Why? In a disaster such as a large earthquake, familiar roadways may be blocked by downed bridges and other debris. What if there is a bad car accident, or the hill you live on is icy? Considering the resilience of your routes may make a big difference both during a disaster or on a regular day.

Current Route Home: _____

Total Distance: _____

Alternative Route #1: _____

Alternative Route #2: _____

Total Miles: _____

Total Miles: _____

Potential Hazards for Route: _____

Potential Hazards for Route: _____

Other Important Locations

Use this space to note other alternate routes your family should be aware of (Example: From home to school or daycare)

Practice and Update Your Plan

You should update your supplies and plan at least twice a year and practice your plan at least once a year.

Keeping Your Plan Up to Date

Why? An emergency plan is only useful if it is kept up to date. Things change, families move and expand, and supplies expire. Make sure to go over your Household Emergency Plan at least once a year to make any updates.

Date completed: _____

Plan & Supply Updates

Log the date every time you update (every 6 months)

1st update: _____

6th update: _____

2nd update: _____

7th update: _____

3rd update: _____

8th update: _____

4th update: _____

9th update: _____

5th update: _____

10th update: _____

Practice Your Plan

Why? The best way to learn what action we should take in an emergency is by practicing. You may find that your plan needs to be revised. It is better to learn this during practice rather than an actual emergency.

Why are there only 5 years' worth of spaces? Because after 5 years, you should use a fresh packet.

Plan Practice Dates

Log the date every time you practice (annually)

Initial practice: _____

1st annual: _____

2nd annual: _____

3rd annual: _____

4th annual: _____

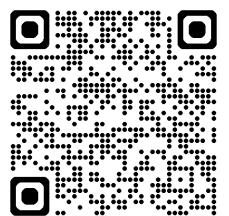
5th annual: _____

Household Preparedness Notes

Why? Every family is different, and only you know how best to take care of each other. Remember to consider the needs for each member of your household, including your pets. Use this space to document any other considerations and notes for your family's preparedness.

Extra Notes

If you would like a fresh copy of this packet from the Island County Ready Neighbors Program, all documents are available for download at www.islandcountywa.gov/1023/Island-County-Ready-Neighbors. You can also scan the QR Code to go directly to it.



Want to get more involved? Scan the QR Code or visit www.islandcountywa.gov/466/Getting-Involved to learn more about Island County Department of Emergency Management's other programs.

