

## EVERY PERSON MUST HAVE A PERSONAL OR FAMILY EMERGENCY PLAN.

To ensure the safety and well-being of you and your family, you should prepare now to take care of your basic needs for at least the first 72 hours following a disaster.

### 1. PORTABLE CONTAINER – EMERGENCY KIT

Get a portable container (or containers depending on the size of your family) with a lid to use as an emergency kit that will hold all your family's emergency supplies for 72 hours. A plastic storage bin or garbage can works and one with wheels is ideal. Label the container and keep it in an accessible location near an exit, and make sure all family members know where it is.

### 2. 3-DAY SUPPLY OF WATER

Stock your kit with a three-day supply of water (and water purification tablets) - four litres of water per person per day (two for drinking and two for food preparation and hygiene). Add extra water for your pets

### 3. IDENTIFY AN OUT-OF-AREA PHONE CONTACT

Arrange an out-of-area contact person and make sure each family member has that person's numbers with them all the time by completing an out-of-area contact card. Choose an emergency contact who lives outside our province who will not be affected by a major event, such as an earthquake. Try text messaging, email or social media to communicate before calling your emergency contact because in an emergency, local phone and mobile networks could be overwhelmed or unavailable. When you reach your emergency contact, tell them how you are and where you plan to be; ask who else has checked in; advise when you will check in again; and remember to keep the call short, as others will be trying to call their emergency contacts.

### 4. STOCK UP ON NON-PERISHABLE FOODS

It's important to stock your emergency kit with appropriate varieties and types of food for each family member to sustain them for at least 72 hours - don't forget to include a manual can opener! Suggested items include:

- canned food like stews, baked beans and vegetables,
- dried fruit in a sealed foil package,
- dried soups, crackers and peanut butter,
- containers of juice or juice crystals,
- evaporated, canned or powdered milk,
- freeze-dried or foil pouch food products like meats, soups, vegetables and stews, and
- nuts and granola bars.

Make sure you replace food items on a regular basis, (quarterly or semi-annually) to ensure fresh supplies are always in your kit.

### 5. GET A PORTABLE RADIO & EXTRA BATTERIES

In the case of a natural disaster or some other emergency, there may be no electricity so you cannot find out what is going on by watching television or accessing computers, or even using your cell phone. That is why another essential piece in any emergency preparedness kit is a portable radio with extra batteries or a hand crank radio. You can find these at electronics stores or outdoor supplies stores.

### 6. IDENTIFY HOME HAZARDS

Do a home hazard hunt to make your home safe. Find out what the hazards are in your community.

Know how to turn off utilities - learn where your electrical panel, water and gas valves are located and how to turn them off in case you are instructed to do so by local officials.

Secure your space - if it's taller than it's wide, secure it! Earthquakes can topple bookcases and heavy furniture - here are a few easy steps to follow:

- Secure tall, free-standing furniture, such as bookcases, china cabinets and shelving units to wall studs using "L" brackets, corner brackets or anodized, aluminum molding.
- Consider moving all framed pictures and mirrors away from beds, couches and chairs as earthquakes have a tendency to knock pictures and mirrors off the walls.
- Secure cabinet doors with a latch to prevent them from flying open.
- Use strong strapping and ratchets or other connectors to secure appliances such as refrigerators, freezers, washers and dryers to prevent them from moving during an earthquake.
- Secure your water heater with straps that anchor the tank snugly to the wall and contract a licensed gas fitter to install a flexible gas line.

### 7. SAFETY TASKS FOR EACH FAMILY MEMBER

Divide up the responsibility of specific safety tasks amongst family members for an emergency. For example - turning off electricity, collecting the emergency container(s), tracking down family members, and taking charge of family members with special health or mobility needs and lastly, taking care of any family pets.

### 8. SAFE PLACES

Ensure your family has an evacuation plan from your home that includes a safe family meeting place and ensure all family members know the plan. Identify the safest places in your home and on your property in the case of an emergency. Practice emergency drills (drop, cover hold on) and evacuation drills using two different escape routes from each room.

## 9. PLASTIC GARBAGE BAGS

Stock your emergency kit with both large and medium-sized plastic garbage bags (orange or yellow make good visible signals). These are useful for personal hygiene and the large bags can also be used as ponchos, ground covers or blankets. Also add plastic or paper dishes and cutlery to your kit.

## 10. FLASHLIGHT & EXTRA BATTERIES

Add a flashlight and extra batteries, along with candles and waterproof matches to your emergency kit

## 11. INSURANCE POLICIES

After a disaster, you may need to replace lost or damaged household items large and small, as well as make other type of financial recoveries. Check all your insurance policies - (business, residence and vehicles) and make records of all your possessions so replacement can be more straightforward if necessary. Place copies (paper or digital) of all policies in your emergency kit.

## 12. FIRST-AID KIT

Prepare a first-aid kit that includes extra prescription medications and eyeglasses, bandages, sterile gauze pads, tape, scissors, tweezers, antibiotic ointment, hydrogen peroxide and over-the-counter pain pills.

## 13. CHANGE OF CLOTHING

You won't know how long you may not have access to your home, or what may remain after a disaster but you will need clothing. Add a change of clothing for each family member including warm clothing for winter and lighter for summer months (shorts, t-shirts, fleece, sweat pants, socks, shoes, etc.). Also pack heavy work gloves and sturdy shoes.

## 14. PERSONAL TOILETRY ITEMS

Every family member has different needs; add supplies for them. Gather personal toiletry items needed by all family members - toilet paper, handy wipes, soap, hand sanitizer, detergent, toothbrush, toothpaste, comb, sanitary supplies, etc.

**For more information** on future session dates or to request a session for your community group, please contact the Emergency Program Office at 604-927-6434 or visit [coquitlam.ca/emergprepared](http://coquitlam.ca/emergprepared)

## 15. BE A HERO – BE PREPARED

Register to attend a HEROS emergency preparedness session. You can also talk to the City Emergency program office staff to book your own session.

## 16. TAKE CARE OF OUR MOST VULNERABLE

If you have babies or toddlers in your family, pack infant supplies such as disposable diapers, disposable bottles, formula, teething ointments/products, skin care products, etc.

Add supplies for the frail, elderly and those with disabilities.

## 17. PET SUPPLIES

Compile your pet emergency kit - leash or pet carrier, three-day supply of pet food and water, pet profile and vet information, animal shelter details and up-to-date vaccination cards. Attend a Disaster Preparedness & Basic First Aid for Pets, HEROS training session.

## 18. ASSEMBLE IMPORTANT DOCUMENTS & FAMILY PHOTO ALBUMS

Assemble important documents and identification (paper or digital copies) like wills, passports, insurance papers, medical records, inventory of possessions, identification, etc. in a fireproof/ waterproof container. Include family photo albums.

## 19. SLEEPING BAGS & BLANKETS

Add sleeping bags, blankets and / or thermal insulated covers to your kit.

## 20. DUCT TAPE

Store duct tape and plastic sheeting that can be used to cover up doors and windows in case they are damaged in an emergency.

## 21. CONNECT WITH YOUR NEIGHBOURS

Meet with neighbours to discuss emergency preparedness and potentially sharing resources. Book a Personal, Family and Community Emergency Preparedness session with the Coquitlam Emergency Management Program Office for your group.

## 22. LARGE BUCKET, TOOLS & SMALL NECESSITIES

Get a large bucket with a tightfitting lid to use as a temporary toilet. The bucket can also be used, to store other emergency tools like a hatchet and axe, pocket knife (Swiss army style), a folding shovel, garbage bags, tarps and rope, as well as necessities like cutlery, whistle, spare set of house and car keys, cash, small/ pocket games, deck of cards, paper and markers to your container.

## 23. FIRST-AID COURSE

Enroll one or more family members in a first-aid course and include a HELP / OK sign with your kit that can advise emergency personnel on your status.

## 24. KEEP YOUR KIDS INFORMED

Make sure children know their last name, phone number, address, and number for the out-of-town contact person.

## 25. KNOW ALL EVACUATION ROUTES AND PLANS

Understand what your community's emergency evacuation routes are, your evacuation plan at your workplace and what your children's school or daycare emergency policies are. Disaster Response Routes are a network of roads intended to allow emergency services to travel where needed during disasters. During an emergency, public access to these routes may be limited to allow supplies and services to quickly get to the areas with the greatest need. Look for the Disaster Response Route signs on roads throughout your community and city - learning to recognize these routes is an important step in preparing for an earthquake or other disaster.

## 26. CONGRATULATIONS! YOU ARE A HERO!

Celebrate that you have compiled all the supplies that are required to take care of your and your family's basic needs for 72 hours. Share your experience with friends and neighbours, and help them Be a Hero and Be Prepared!

**BE A HERO  
BE PREPARED**  
TAKE CARE OF YOUR BASIC NEEDS FOR AT LEAST 72 HOURS

