

Emergency Checklist

Family Meetings

At least once a year, have a meeting with your family to discuss and update your disaster plan. Determine what additional training, equipment, and supplies are needed. Practice! Occasional drills will improve reaction time and help avoid panic in an actual emergency.

A. Know how and where to shut off utilities.

Location of Gas Valve:

Location of Wrench:

Location of Main Water Valve:

Location of Garage Door Manual Override:

Location of Other Utilities:

****DO NOT SHUT OFF GAS UNLESS YOU SUSPECT YOU HAVE A GAS LEAK****

B. Reunion Locations:

Establish two places where you and your family can meet after an emergency. One site close to outside of your home (local park, community center, mailbox) and another site outside of your immediate community in case you are unable to return home.

Home Location:

Away-from-Home Location:

C. On a separate piece of paper, draw a floor plan of your home showing the location of exit doors and windows, utility shutoffs, first aid kit, and emergency supplies. Make sure all family members are familiar with it (babysitters/house guest).

D. Out-of-State Contacts:

Name and telephone numbers of a person outside of the state for family members to call and report their location and condition. Have everyone memorize this number!

E. What is the disaster policy at your children's school?

Are their medical consent forms, at school up to date?

F. Assemble a Home Emergency Supply Kit. Store it in a safe place that is accessible.

Location of Home Emergency Kit:

G. Learn: First Aid/CPR this will show you how to protect yourself from smoke, fire, toxic fumes, falling objects, etc.