



NATIONAL PREPAREDNESS MONTH

SEPTEMBER 1-30

**DISASTERS DON'T WAIT.
MAKE YOUR PLAN TODAY!**



National Preparedness Month At A Glance



Ready Upland

1

Week 1: September 1-5

MAKE A PLAN

Talk to your friends and family about how you will communicate before, during, and after a disaster. Make sure to update your plan based on the Centers For Disease Control recommendations due to the Coronavirus.



2

Week 2: September 6-12

BUILD A KIT

Gather supplies that will last for several days after a disaster for everyone living in your home. Don't forget to consider the unique needs of each person or pet may have in case you have to evacuate quickly. Update your kits and supplies based on recommendations by the Centers for Disease Control.



3

Week 3: September 13-19

PREPARE FOR DISASTERS

Limit the impacts that disasters have on you and your family. Know the disasters in your area and check your insurance coverage. Learn how to make your home stronger in the face of storms and other common hazards and act fast if you receive a local warning or alert.



4

Week 4: September 20-26

TEACH YOUTH ABOUT PREPAREDNESS

Talk to your kids about preparing for emergencies and what to do in case you are separated. Reassure them by providing information about how they can get involved.





Being prepared for emergencies during coronavirus will help you and your community.



MAKE A PLAN

Make a plan today. Your family may not be together if a disaster strikes, so it is important to know which types of disasters could affect your area. Know how you'll contact one another and reconnect if separated. Establish a family meeting place that's familiar and easy to find.



PDF Documents:

Emergency Plan For Parents

Family Emergency Communication Guide

Family Communication Plan - Fillable Card

Emergency Plan For Families

Step 1: Put a plan together by discussing the questions below with your family, friends, or household to start your emergency plan.

- How will I receive alerts and warnings?
- What is my shelter plan?
- What is my evacuation route?
- What is my family/household communication plan?
- Do I need to update my emergency preparedness kit?
- Check with the Centers For Disease Control (CDC) and update my emergency plans due to Coronavirus.

Step 2: Consider specific needs in your household.

As you prepare your plan tailor your plans and supplies to your specific daily living needs and responsibilities. Discuss your needs and responsibilities and how people in the network can assist each other with communication, care of children, business, pets, or specific needs like operating medical equipment. Create your own personal network for specific areas where you need assistance. Keep in mind some of the factors when developing your plan:

- Different ages of members in your household
- Responsibilities for assisting others
- Locations frequented
- Dietary needs
- Medical needs, including prescriptions and equipment
- Disabilities or access and functional needs, including devices and equipment.
- Languages spoken
- Cultural and religious considerations
- Pets or service animals
- Households with school aged children

Step 3: Fill out an emergency plan.

Download and fill out a family emergency plan or use it as a guide to create your own.

Step 4: Practice your plan with your family/household.

WEEK 1



CREATE YOUR FAMILY EMERGENCY COMMUNICATION PLAN



FEMA

Creating your *Family Emergency Communication Plan* starts with one simple question: “What if?”

“What if something happens and I’m not with my family?” “Will I be able to reach them?” “How will I know they are safe?” “How can I let them know I’m OK?” During a disaster, you will need to send and receive information from your family.

Communication networks, such as mobile phones and computers, could be unreliable during disasters, and electricity could be disrupted. Planning in advance will help ensure that all the members of your household—including children and people with disabilities and others with access and functional needs, as well as outside caregivers—know how to reach each other and where to meet up in an emergency. Planning starts with three easy steps:



1. COLLECT.

Create a paper copy of the contact information for your family and other important people/offices, such as medical facilities, doctors, schools, or service providers.



2. SHARE.

Make sure everyone carries a copy in his or her backpack, purse, or wallet. If you complete your *Family Emergency Communication Plan* online at ready.gov/make-a-plan, you can print it onto a wallet-sized card. You should also post a copy in a central location in your home, such as your refrigerator or family bulletin board.



3. PRACTICE.

Have regular household meetings to review and practice your plan.

**TEXT
IS
BEST!**

If you are using a mobile phone, a text message may get through when a phone call will not. This is because a text message requires far less bandwidth than a phone call. Text messages may also save and then send automatically as soon as capacity becomes available.

The following sections will guide you through the process to create and practice your *Family Emergency Communication Plan*.



HOUSEHOLD INFORMATION

Write down phone numbers and email addresses for everyone in your household. Having this important information written down will help you reconnect with others in case you don't have your mobile device or computer with you or if the battery runs down. If you have a household member(s) who is Deaf or hard of hearing, or who has a speech disability and uses traditional or video relay service (VRS), include information on how to connect through relay services on a landline phone, mobile device, or computer.

SCHOOL, CHILDCARE, CAREGIVER, AND WORKPLACE EMERGENCY PLANS

Because a disaster can strike during school or work hours, you need to know their emergency response plans and how to stay informed. Discuss these plans with children, and let them know who could pick them up in an emergency. Make sure your household members with phones are signed up for alerts and warnings from their school, workplace, and/or local government. To find out more about how to sign up, see *Know Your Alerts and Warnings* at ready.gov. For children without mobile phones, make sure they know to follow instructions from a responsible adult, such as a teacher or principal.

OUT-OF-TOWN CONTACT

It is also important to identify someone outside of your community or State who can act as a central point of contact to help your household reconnect. In a disaster, it may be easier to make a long-distance phone call than to call across town because local phone lines can be jammed.

EMERGENCY MEETING PLACES

Decide on safe, familiar places where your family can go for protection or to reunite. Make sure these locations are accessible for household members with disabilities or access and functional needs. If you have pets or service animals, think about animal-friendly locations. Identify the following places:

- Indoor:* If you live in an area where tornadoes, hurricanes, or other high-wind storms can happen, make sure everyone knows where to go for protection. This could be a small, interior, windowless room, such as a closet or bathroom, on the lowest level of a sturdy building, or a tornado safe room or storm shelter.
- In your neighborhood:* This is a place in your neighborhood where your household members will meet if there is a fire or other emergency and you need to leave your home. The meeting place could be a big tree, a mailbox at the end of the driveway, or a neighbor's house.
- Outside of your neighborhood:* This is a place where your family will meet if a disaster happens when you're not at home and you can't get back to your home. This could be a library, community center, house of worship, or family friend's home.

- Outside of your town or city:* Having an out-of-town meeting place can help you reunite if a disaster happens and:

- You cannot get home or to your out-of-neighborhood meeting place; or
- Your family is not together and your community is instructed to evacuate the area.

This meeting place could be the home of a relative or family friend. Make sure everyone knows the address of the meeting place and discuss ways you would get there.

OTHER IMPORTANT NUMBERS AND INFORMATION

You should also write down phone numbers for emergency services, utilities, service providers, medical providers, veterinarians, insurance companies, and other services.



- Make copies of your *Family Emergency Communication Plan* for each member of the household to carry in his or her wallet, backpack, or purse. Post a copy in a central place at home. Regularly check to make sure your household members are carrying their plan with them.
- Enter household and emergency contact information into all household members' mobile phones or devices.
- Store at least one emergency contact under the name "In Case of Emergency" or "ICE" for all mobile phones and devices. This will help someone identify your emergency contact if needed. Inform your emergency contact of any medical issues or other requirements you may have.
- Create a group list on all mobile phones and devices of the people you would need to communicate with if there was an emergency or disaster.
- Make sure all household members and your out-of-town contact know how to text if they have a mobile phone or device, or know alternative ways to communicate if they are unable to text.
- Read *Know Your Alerts and Warnings* at ready.gov and sign up to receive emergency information.



Once you have completed your *Family Emergency Communication Plan*, made copies for all the members of your household, and discussed it, it's time to practice!

Here are some ideas for practicing your plan:

- Practice texting and calling. Have each person practice sending a text message or calling your out-of-town contact and sending a group text to your mobile phone group list.
- Discuss what information you should send by text. You will want to let others know you are safe and where you are. Short messages like "I'm OK. At library" are good.

- Talk about who will be the lead person to send out information about the designated meeting place for the household.
- Practice gathering all household members at your indoor and neighborhood emergency meeting places. Talk about how each person would get to the identified out-of-neighborhood and out-of-town meeting places. Discuss all modes of transportation, such as public transportation, rail, and para-transit for all family members, including people with disabilities and others with access and functional needs.
- Regularly have conversations with household members and friends about the plan, such as whom and how to text or call, and where to go.
- To show why it's important to keep phone numbers written down, challenge your household members to recite important phone numbers from memory—now ask them to think about doing this in the event of an emergency.
- Make sure everyone, including children, knows how and when to call 911 for help. You should only call 911 when there is a life-threatening emergency.
- Review, update, and practice your *Family Emergency Communication Plan* at least once a year, or whenever any of your information changes.

To help start the conversation or remind your family why you are taking steps to prepare and practice, you may want to watch the 4-minute video, *It Started Like Any Other Day*, about families who have experienced disaster, at www.youtube.com/watch?v=w_omgt3MEBs. Click on the closed captioning (CC) icon on the lower right to turn on the captioning.

After you practice, talk about how it went. What worked well? What can be improved? What information, if any, needs to be updated? If you make updates, remember to print new copies of the plan for everyone.

OTHER IMPORTANT TIPS FOR COMMUNICATING IN DISASTERS¹

- Text is best when using a mobile phone, but if you make a phone call, keep it brief and convey only vital information to emergency personnel and/or family or household members. This will minimize network congestion, free up space on the network for emergency communications, and conserve battery power. Wait 10 seconds before redialing a number. If you redial too quickly, the data from the handset to the cell sites do not have enough time to clear before you've re-sent the same data. This contributes to a clogged network.
- Conserve your mobile phone battery by reducing the brightness of your screen, placing your phone in airplane mode, and closing apps you do not need. Limit watching videos and playing video games to help reduce network congestion.
- Keep charged batteries, a car phone charger, and a solar charger available for backup power for your mobile phone, teletypewriters (TTYs), amplified phones, and caption phones. If you charge your phone in your car, be sure the car is in a well-ventilated area (e.g., not in a closed garage) to avoid life-threatening carbon monoxide poisoning.

¹ Federal Communications Commission, Public Safety and Homeland Security Bureau. (n.d.) *Tips for communicating in an emergency*. Retrieved from <http://transition.fcc.gov/pshs/emergency-information/tips.html>

- If driving, do not text, read texts, or make a call without a hands-free device.
- Maintain a household landline and analog phone (with battery backup if it has a cordless receiver) that can be used when mobile phone service is unavailable. Those who are Deaf or hard of hearing, or who have speech disabilities and use devices and services that depend on digital technology (e.g., VRS, Internet Protocol [IP] Relay, or captioning) should have an analog phone (e.g., TTY, amplified phone, or caption phone) with battery backup in case Internet or mobile service is down.
- If you evacuate and have a call-forwarding feature on your home phone, forward your home phone number to your mobile phone number.
- Use the Internet to communicate by email, Twitter, Facebook, and other social media networks. These communication channels allow you to share information quickly with a widespread audience or to find out if loved ones are OK. The Internet can also be used for telephone calls through Voice over Internet Protocol. For those who are Deaf or hard of hearing, or who have speech disabilities, you can make calls through your IP Relay provider.
- If you do not have a mobile phone, keep a prepaid phone card to use if needed during or after a disaster.
- Use a pay phone if available. It may have less congestion because these phones don't rely on electricity or mobile networks. In some public places, you may be able to find a TTY that can be used by those who are Deaf or hard of hearing, or who have speech disabilities.

The reader recognizes that the Federal Government provides links and informational data on various disaster preparedness resources and events and does not endorse any non-Federal events, entities, organizations, services, or products.



<input type="checkbox"/>	<input type="checkbox"/>  <p>Make a Plan</p>	<input type="checkbox"/>	<input type="checkbox"/>  <p>Practice Emergency Drills</p>	<input type="checkbox"/>  <p>Test Family Communication Plan</p>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>  <p>Make Your Home Safer</p>	<input type="checkbox"/>  <p>Know Evacuation Routes</p>	<input type="checkbox"/>  <p>Assemble or Update Supplies</p>	<input type="checkbox"/>  <p>Get Involved in Your Community</p>	<input type="checkbox"/>

FAMILY EMERGENCY COMMUNICATION PLAN

HOUSEHOLD INFORMATION

Home #:

Address:.....

Name: Mobile #:

Other # or social media:

Email:

Important medical or other information:

.....

Name: Mobile #:

Other # or social media:

Email:

Important medical or other information:

.....

Name: Mobile #:

Other # or social media:

Email:

Important medical or other information:

.....

Name: Mobile #:

Other # or social media:

Email:

Important medical or other information:

.....

Name:

Address:.....

Emergency/Hotline #:

Website:

Emergency Plan/Pick-Up:

SCHOOL, CHILDCARE, CAREGIVER, AND WORKPLACE EMERGENCY PLANS

**SCHOOL,
CHILDCARE,
CAREGIVER, AND
WORKPLACE
EMERGENCY PLANS**

Name:
Address:.....
Emergency/Hotline #:
Website:
Emergency Plan/Pick-Up:

Name:
Address:.....
Emergency/Hotline #:
Website:
Emergency Plan/Pick-Up:

Name:
Address:.....
Emergency/Hotline #:
Website:
Emergency Plan/Pick-Up:

**IN CASE OF
EMERGENCY
(ICE) CONTACT**

Name: Mobile #:
Home #: Email:
Address:

**OUT-OF-TOWN
CONTACT**

Name: Mobile #:
Home #: Email:
Address:

**EMERGENCY
MEETING PLACES**

Indoor:
Instructions:
Neighborhood:
Instructions:
Out-of-Neighborhood:
Address:.....
Instructions:
Out-of-Town:
Address:.....
Instructions:

**IMPORTANT
NUMBERS OR
INFORMATION**

Police: Dial 911 or #:

Fire: Dial 911 or #:

Poison Control: #:

Doctor: #:

Doctor: #:

Pediatrician: #:

Dentist: #:

Hospital/Clinic: #:

Pharmacy: #:

Medical Insurance: #:

Policy #:

Medical Insurance: #:

Policy #:

Homeowner/Rental Insurance:

#:

Policy #:

Flood Insurance: #:

Policy #:

Veterinarian: #:

Kennel: #:

Electric Company: #:

Gas Company: #:

Water Company: #:

Alternate/Accessible Transportation:

#:

Other: #:

Other: #:

Other: #:



FEMA

FEMA P-1094
Catalog No. 17166-2



Family Communication Plan

Emergencies can happen at any time. Does your family know how to get in touch with each other if you are not all together?

Before an emergency happens, have a family discussion to determine who would be your out-of-state point of contact, and where you would meet away from your home — both in the neighborhood and within your town.

Let them know you're OK!

Pick the same person for each family member to contact. It might be easier to reach someone who's out of town.

Important Information

Fill in this information and keep a copy in a safe place, such as your purse or briefcase, your car, your office, and your disaster kit. Be sure to look it over every year and keep it up to date.

Out-of-Town Contact

Name: _____
Home: _____
Cell: _____
Email: _____
Facebook: _____
Twitter: _____

Neighborhood Meeting Place:

Regional Meeting Place:

Work Information

Workplace: _____
Address: _____
Phone: _____
Facebook: _____
Twitter: _____
Evacuation Location: _____

Workplace: _____
Address: _____
Phone: _____
Facebook: _____
Twitter: _____
Evacuation Location: _____

School Information

School: _____
Address: _____
Phone: _____
Facebook: _____
Twitter: _____
Evacuation Location: _____

School: _____
Address: _____
Phone: _____
Facebook: _____
Twitter: _____
Evacuation Location: _____

School: _____
Address: _____
Phone: _____
Facebook: _____
Twitter: _____
Evacuation Location: _____





Important Information (continued)

Family Information

Name: _____ Date of Birth: _____

Social Security Number: _____

Important Medical Information: _____

Name: _____ Date of Birth: _____

Social Security Number: _____

Important Medical Information: _____

Name: _____ Date of Birth: _____

Social Security Number: _____

Important Medical Information: _____

Name: _____ Date of Birth: _____

Social Security Number: _____

Important Medical Information: _____

Name: _____ Date of Birth: _____

Social Security Number: _____

Important Medical Information: _____

Name: _____ Date of Birth: _____

Social Security Number: _____

Important Medical Information: _____

Medical Contacts

Doctor: _____

Phone: _____

Doctor: _____

Phone: _____

Pediatrician: _____

Phone: _____

Dentist: _____

Phone: _____

Dentist: _____

Phone: _____

Specialist: _____

Phone: _____

Specialist: _____

Phone: _____

Pharmacist: _____

Phone: _____

Veterinarian/Kennel: _____

Phone: _____

Insurance Information

Medical Insurance: _____

Phone: _____

Policy Number: _____

Homeowners/Rental Insurance: _____

Phone: _____

Policy Number: _____

Text, don't talk!

Unless you are in danger, send a text. Texts may have an easier time getting through than phone calls, and you don't want to tie up phone lines needed by emergency workers.



Family Communication Plan

Emergencies can happen at any time. Do you know how to get in touch with your family if you are not together?

Let them know you're OK!
 Pick the same person for each family member to contact. It might be easier to reach someone who's out of town.

Text, don't talk!

Unless you are in immediate danger, send a text. Texts often have an easier time getting through during emergencies, and you don't want to tie up phone lines needed by emergency responders (like 911).



Know the Numbers!

Home: _____

Adult: _____

Parent: _____

Home: _____

Cell: _____

Cell: _____

Work: _____

Neighbor: _____

Parent: _____

Home: _____

Cell: _____

Cell: _____

Work: _____

Neighbor: _____

My cell: _____

Home: _____

Sibling: _____

Cell: _____

Cell: _____

Out of state friend/relative: _____

Sibling: _____

Home: _____

Cell: _____

Cell: _____

Memorize your home and parents' cell phone numbers!



Cut this out and keep it somewhere safe like your backpack, school notebook, or wallet. Or input these numbers into your cell phone if you have one.



Know Where to Go... and How to Get There.

Pick a Meeting Spot

Where will you meet up with your family if you have to get out of your house quickly? Where will you meet if your neighborhood is being evacuated and you're not at home?

In your neighborhood:

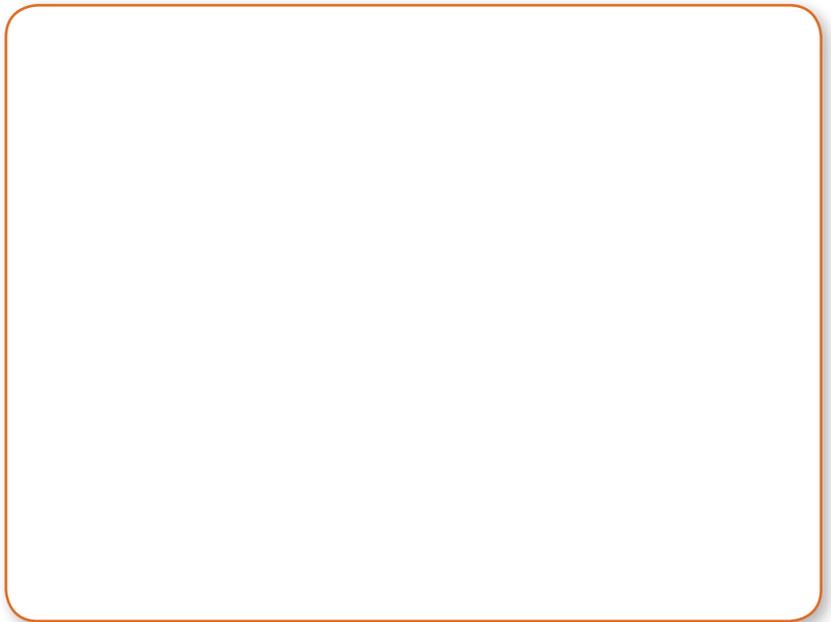
(such as neighbor's house or big tree)

Out of your neighborhood:

(such as the library or house of worship)

Draw a Map

Put a Δ to show your home. Put a O to show your school. Mark your out-of-neighborhood meeting spot with an X and label it.



Know the Exits

Do you know two ways out of every room in your house in case of a fire? Draw a floor plan of your bedroom in the space below and circle the two ways to get out. Hint: one may not be a door!

