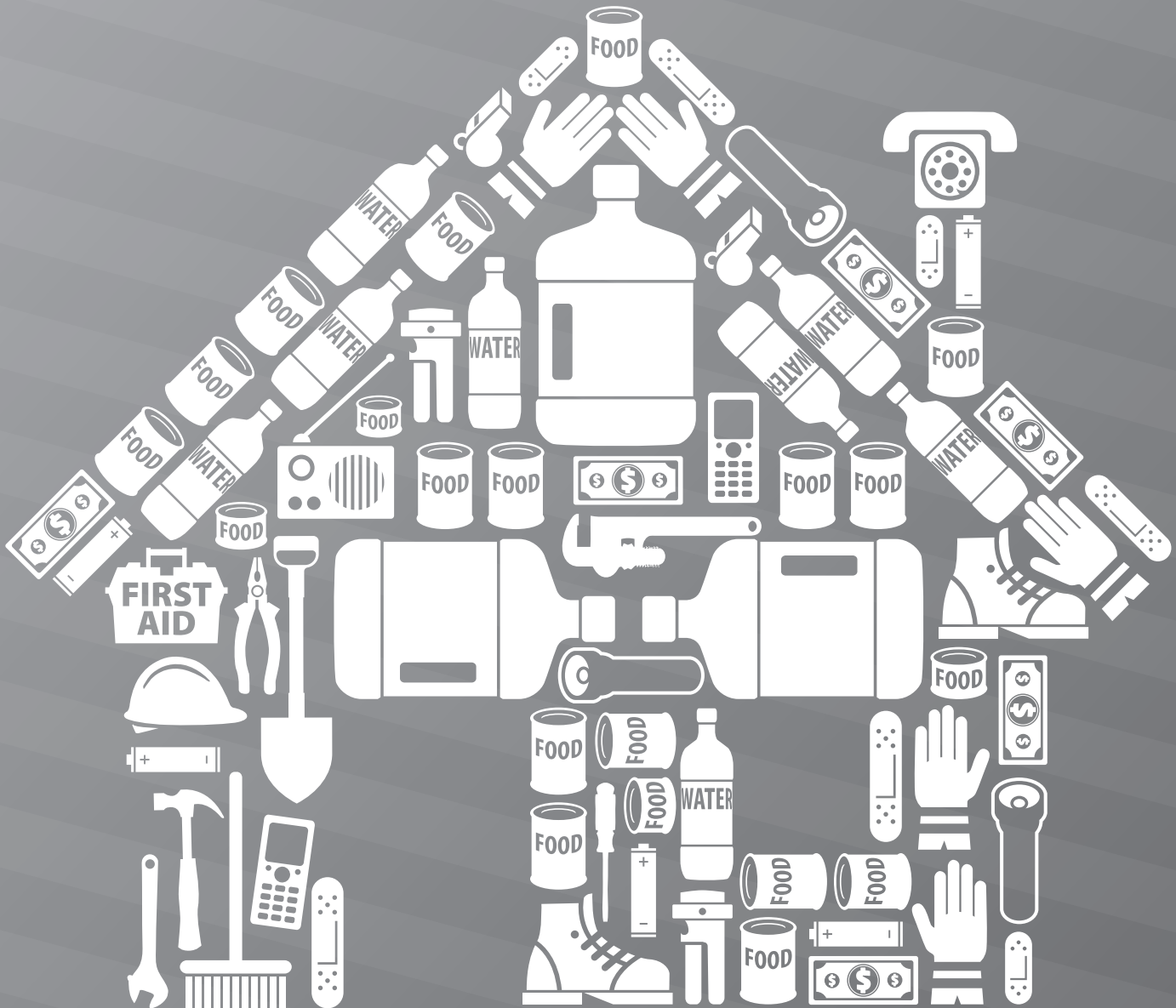


Fill-in-the-blanks Home Emergency Plan



Home emergency plan

Every household needs a home emergency plan. A home emergency plan is a playbook for how you and the people you live with are going to respond during an emergency.

There are two parts to complete:



Fill out this plan and keep it in an easy-to-find, easy-to-remember place (for example, with your emergency kit). You may also want to make duplicate copies to keep in your vehicle and/or at work.



Part 1

Communication planning

People

List the name and contact information for each person in your household. Include everyone's health number and medical needs, like medications or medical conditions.



Name:

Phone and email:

Health number:

Medical needs:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Healthcare providers

List the contact information for your healthcare providers.



Name:

Role:

Phone:

Email:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Animals

Don't forget about your pets! List the name, breed, colour (or identifying marks) and registration for each of your animals.



Name:	Type/breed:	Colour/identifiers:	Registration/ID:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Schools

Emergencies can happen anytime, including during school. List the contact information for each school attended by people in your home. Be sure to include pre-schools and after-school programs.



Student:	School/program:	Address:	Phone:	Email:
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Pick-up from school



In case parents or guardians are unable to pick up students from school, ask a friend or family member to fill this role when needed. Choose someone who lives close to your school and who is likely to be at home during the day. Ask your school what information they'll need to release a student to a designated adult. Make sure your child knows who you've added to this list.

Name:	Address:	Phone:	Email:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TIP: Include an envelope in each school backpack stuffed with helpful emergency information and a recent household photo.

Workplaces



List the employment details for each working member of your household.

Name:	Workplace:	Address:	Phone:	Email:
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Building and utilities



If applicable, list the contact information for your landlord, property manager or housing official.

Name:

Phone:

Email:

_____	_____	_____
_____	_____	_____

If applicable, list the contact information and policy numbers for your insurance providers.

Insurer

Phone:

Email:

_____	_____	_____
_____	_____	_____

TIP: Check with your insurance representative about what sort of assistance they can provide if you are evacuated for your home or cannot return.

If applicable, list the contact information for your utilities providers and the location of the utility valves/panels in your home.

	Electricity provider:	Phone:	Email:	Electrical panel location:
_____	_____	_____	_____	_____

	Water provider:	Phone:	Email:	Water valve location:
_____	_____	_____	_____	_____

	Natural gas provider:	Phone:	Email:	Gas valve location:
_____	_____	_____	_____	_____

Emergency contacts nearby

Choose someone who lives in your community, who you know well and who you trust. You could choose a good friend, a relative or a neighbour. Be sure to chat with each person before you list them, to make sure they agree to be an emergency contact.



Name:

Relationship:

Phone:

Email:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Emergency contacts far away

Choose someone outside of your community who can be a central point of contact for everyone you live with. This person should live far enough away that they won't be affected by the same emergencies. That way, if local communications networks aren't working, everyone in your home can contact the same person, gather information and check in.



Name:

Relationship:

Phone:

Email:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Local governments and services



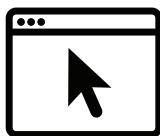
Include your local government, like your town or city, your regional district or your band council. You could also include local emergency services, like your fire department.

Name:	Role:	Phone:	Email:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Finding information during an emergency



For reliable information during an emergency, always start with local sources. Phone lines may be down or they may be jammed by too many people trying to make a call. It's best to start with mass communication sources, like websites, social media channels and radio stations. Which ones make sense for you?



Websites:



Social media:



Radio :

<i>EMERGENCYINFOBC.CA</i>	<i>@EMERGENCYINFOBC (TWITTER)</i>	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



Preparing at home

Following a disaster, you may need to:

- Stay at home with an emergency kit or
- Leave immediately with a grab-and-go bag

Building an emergency kit or grab-and-go bag doesn't need to take a lot of time or money. Follow the basic supply lists below.

Emergency kit supply list

Put supplies in one or two containers, such as plastic bins or duffel bags. Store them in an area of your home that's easy to get to, such as a hall closet, spare room or garage.



Include:

- Non-perishable food: minimum three-day to one-week supply, with a manual can opener
- Water: four litres per person, per day for drinking and sanitation
- Phone charger, battery bank or inverter
- Battery-powered or hand-crank radio
- Battery-powered or hand-crank flashlight
- Extra batteries
- First-aid kit and medications
- Personal toiletries and items, such as an extra pair of glasses or contact lenses
- Copy of your emergency plan
- Copies of important documents, such as insurance papers and identification
- Cash in small bills
- Garbage bags and moist towelettes for personal sanitation
- Seasonal clothing, sturdy footwear and emergency blanket
- Dust masks
- Whistle
- Help/OK Sign: Display the appropriate side outward in your window during a disaster.

Grab-and-go bag supply list



A grab-and-go bag is a small emergency kit that's easy to take with you, in case you need to leave right away. It's a good idea to make grab-and-go bags for your home, workplace and vehicle.

Include:

- Food (ready to eat) and water
- Phone charger and battery bank
- Small battery-powered or hand-crank radio
- Battery-powered or hand-crank flashlight
- Extra batteries
- Small first-aid kit and personal medications
- Personal toiletries and items, such as an extra pair of glasses or contact lenses
- Copy of your emergency plan
- Copies of important documents, such as insurance papers and identification
- Cash in small bills
- Local map with your family meeting place identified
- Seasonal clothing and an emergency blanket
- Pen and notepad
- Whistle

Emergency meeting places



During an emergency, it's important to gather with the people you live with to make sure everyone is safe. It's possible you won't all be together when disaster strikes. You can make it easier to find each other by choosing Emergency Meeting Places ahead of time.

Emergency meeting place near our home:

Emergency meeting place away from our home:

Storing your plan

Keep your completed Home Emergency Plan with your Home Emergency Kit, so you know exactly where to find it. You can also make copies to include in each person's Grab-and-Go Bag. It's a good idea to make additional copies to keep at school, at work and in your vehicle. If you use a cellphone or a computer, you can also make digital copies to keep with you.



Notes

