



CATHOLIC CHARITIES OF FLORIDA FAMILY EMERGENCY PLAN

Prepare for any crisis with a plan for your family, review and practice the plan at least once a year.

FEMA advises citizens to be prepared to sustain themselves for at **least 72 hours**. In the event of a major disaster, assistance may not arrive for many days. Electricity may not be turned on for several days or weeks. Fuel may not be available and grocery stores may not have an adequate supply of food. Utilities (*water, gas, phone service, and internet*) could also take several days or weeks to come back to full service. Be sure to have as much extra cash as possible on hand (*ATMs and Banks may not be operational for several days*).

Review insurance policies before a disaster happens. Consider the following

- Age of your home?
- Will your insurance cover replacement costs?
- Does your policy cover inside water damage?
- Is your contents insured for replacement costs?

Below are basic tips for any size family to follow. These can be adapted to fit your family's needs.

- Organize important phone numbers and give it to every member of your family, including children (*see attached cards*). Use text messaging to communicate in case your family is separated. Text will work when voice calls do not go through.
- Identify a contact person who lives out of state. This should be the alternate contact your whole family checks in with if you separated and cannot communicate with each other.
- Look at your home and identify exits in case of fire or structural collapse.
- Is there a hardened room in the house (*bathroom, safe room, or basement*) or is there an easily accessible safe shelter nearby.
- Identify a place for the whole family to meet outside in case you must leave your house quickly.
- Consider the locations and distances between, home, work, and school.
 - Identify at least two locations to meet with family members, in case you cannot communicate and become separated.
 - If something happens, stay with the PLAN!
 - Location 1 should be used, as a priority meeting place for any emergency (*front yard or street corner close to your home*)
 - Location 2 should be considered if for some reason location 1 is not suitable after a disaster.

- Identify where the nearest fire or police station is located to your home. These can be one of the safest buildings to use as a meeting place.
- Identify nearby churches as potential meeting places. Local churches may be distributing disaster relief supplies after a crisis.
- Always keep a supply of food at your home. When shopping buy an extra can of food that would not need to be heated or cooked. (*Energy bars, canned fruit, beans, meat, crackers etc*). Purchase extra water and have at least a few gallons of extra water at your home at all times.
- When shopping for groceries, purchase an extra item for your disaster kit at a *time (or all at once depending on your financial situation)*.
 - Place all items in a sealable 5-gallon bucket. Use several buckets if necessary and mix the items in each bucket.
 - Ensure that each bucket will have basic supplies in it. (*food, water, hygiene products maybe even a toy*).
 - Write the date on the bucket and **every six months rotate** the perishable supplies.

Follow the “Emergency Supplies List” (*see below*) and remember these are the basics with a few suggestions to make life easier if there is an emergency or disaster and you have to sustain your family for several days.

Prepare a kit for your pet

- Assign a bucket or small container (*depending on the size of the pet*) just for your pet.
- Many shelters now allow pets. Take a pet carrier for your pet and any medications they may require.
- And don’t forget water, water bowl and a bowl for food.

FAMILY EMERGENCY SUPPLIES LIST

Each family or individual's kit should be customized to meet specific needs, such as medications and infant formula.

Recommended Supplies to Include in a Basic Kit

- One or two 5-gallon buckets (*depending on finances, and family size*)
- Water - one gallon of water per person per day, for drinking and sanitation
- Food, at least a three-day supply of non-perishable food
- Battery-powered radio and a NOAA Weather Radio with tone alert, and extra batteries for both (*or hand crank powered*)
- LED Flashlight and extra batteries (*or hand crank powered*)
- First Aid kit
- Whistle to signal for help
- Infant formula and diapers, if you have an infant
- Moist towelettes, garbage bags, hand sanitizer, hygiene products, feminine supplies, paper towels, plastic spoons, paper cups, Ziploc type bags, (*gallon and quart size*)
- Dust mask or cotton t-shirt, to help filter the air
- Plastic sheeting and duct tape to shelter-in-place
- Wrench or pliers to turn off utilities
- Leatherman type tool, with can opener
- Cash , change
- Matches in a waterproof container, candles, paper and pencil
- Important Family Documents such as copies of insurance policies, identification, prescriptions and bank account records should be placed in a Ziploc type bag and sealed. Consider having prescriptions filled to have an extra month supply.

Clothing and Bedding

- Place an extra shirt, socks, underwear, for each person in your family, in each bucket. (*Roll up these items and stuff them into empty places in the bucket*).

Below are some other items for you may consider adding if finances allow.

The List below is in order of priority

- Power Pack (*portable jump starter with 12 Volt outlet*)
- Car cigarette lighter cell phone charger.
- Fire Extinguisher (*should have in your home anyway*)
- Garbage can (*fill with water BEFORE an announced event, IE: hurricane, extra water can be used for personal hygiene and to flush toilets, if water lines are damaged*).
- Also, see Sheltering in Place section below
- Household chlorine bleach (*pint or quart size*). You can use bleach as a disinfectant (*diluted nine parts water to one part bleach*), or in an emergency you can also use it to treat water. Use 16 drops of regular

household liquid bleach per gallon of water. Do not use scented, color safe or bleaches with added cleaners. *(FEMA recommendation)*

Obey all mandatory evacuation orders; keep in mind it is for your safety that evacuations are ordered.

➤ **Sheltering in Place**

In the event that you are able or must shelter in place, below are a few tips to prepare for at home.

○ **Cooking**

- Camp stove, propane stove with a small propane tank. Propane barbeque grill, ensure all cooking is done outside to reduce the chance of fires and carbon monoxide poisoning.

○ **Generator**

- Extra fuel for generator, and mixed fuel for chainsaws.
- It is a good idea to start any gasoline powered equipment at least once every two months, preferably once a month.
- NEVER RUN A GENERATOR INSIDE THE HOUSE OR GARAGE! UNLESS YOUR HOME IS WIRED FOR A GENERATOR AND HAVE A SPECIAL TRANSFER SWITCH, DO NOT PLUG IN A GENERATOR TO AN ELECTRICAL OUTLET OR A BREAKER BOX. THIS WOULD BACK FEED ELECTRICITY INTO THE POWER MAIN AND ELECTRECUTE SOMEONE.
- Never store fuel of any kind, inside a garage. Gasoline gives off fumes AND IS HIGHLY EXPLOSIVE!
- Build your Emergency Bucket! It already has supplies in it, if you run out of supplies in your home.

○ **Utilities**

- Electricity may be out for several days, or weeks. Even if your electrical lines are buried.
- Water and gas lines may be affected; all it takes is one large tree to destroy a water main or gas line miles away.
- Turn off hot water heater *(electric or gas)*
- Turn off the gas line to the home if there is no gas available.
- Turn off water supply if water is no longer available from your tap.

○ **Water**

- Hurricanes usually have a few days of warning; consider filling your bathtub, and garbage cans and any other containers which may hold water a day before the hurricane is forecasted to arrive in your area.
- Having extra water on hand will enable your family to bathe, wash dishes, and most importantly FLUSH THE TOILET!
- With a little planning it is possible to save “gray water”, such as dish water, water used for washing hands, etc. and use it for toilet flushing.
- Pour the gray water into the “tank” of the toilet and flush when necessary.

○ **Staying cool**

- Keeping your home cool is one of the challenges of living without power.
- Homes built before air conditioning had tall ceilings for a reason; heat rises, keeping the lower portion of a home cooler. People would close their windows during the day and

open them at night, letting the cooler night time air enter in the house. As soon as temperatures are the same inside and out in the morning, then the windows would be closed for the day.

- We can use this method today if power is off and there is no availability of a generator. Do not forget to close curtains, blinds or shutters during the day to reduce solar gain in the home.
- Another way to stay cool is to soak feet in a pan of water; this can help keep your bodies core temperature down.
- Wiping your face, neck and arms with a damp washcloth will also keep you cool. This is especially important for senior citizens and children.

○ **Refrigeration**

- If there is adequate warning, freeze water bottles (*empty a little bit of water to allow for water to expand when frozen*), make extra ice.
- It is a good idea to keep extra ice on hand anyway. If there is a power failure the extra ice will keep food in a freezer and refrigerator longer.
- Open the doors to the freezer or refrigerator only when necessary, to keep warm air from entering.
- Never eat refrigerated food if it smells or has changed color.

○ **Communication**

- Monitor the news for announcements (*weather and AM, FM radio*) information will be broadcast regarding where to get help.
- Flyers are often used to distribute disaster relief and recovery information.

○ **Emergency Services**

- After any disaster, first responders (*police, fire and ambulance*) are over whelmed with emergency calls.
- If you must dial 911, remember it may be a while before help arrives.
- Be very careful when doing anything that may potentially injure anyone in your family.
- Learn first aid and CPR BEFORE a disaster strikes.

FAMILY EMERGENCY SUPPLY LIST INSTRUCTIONS

Suggestions for organizing and preparing the emergency supplies

- **Buckets** maybe purchased or gleaned from different sources. Make sure they come with airtight lids. They must be clean before any items are placed in them, **DO NOT USE** paint buckets, or any buckets which may have contained petroleum products. Remember you will be placing food into these buckets initially. Buckets with handles should be used so they may easily be carried by one person if need to be moved for an evacuation.
 - Evacuate if directed by authorities, and be prepared to take the buckets of supplies with you. Keep in mind these items can be used if you are stuck in traffic for an extended period of time, or have to stop and stay at a hotel. If you plan to evacuate to a family members home, they will appreciate you having some extra supplies with you.
 - One-gallon water bottles are the ideal for placing inside the bucket. Other items can then be placed around the water bottles (*canned food, hygiene products etc.*) use additional buckets if finances allow; however, not more than two per person for ease of carrying.
 - Once buckets are empty, they may be used to carry water for washing or as a temporary toilet, with a garbage bag placed inside.
- **Garbage Bags have other uses besides trash**
 - Use them to cover personal items in your home, (*TV, Computer pictures etc.*)
 - They may be used as rain gear for adults by cutting a hole at the bottom making a poncho.
 - **NEVER ALLOW UNSUPERVISED CHILDREN TO USE TRASH BAGS FOR THIS PURPOSE!**
 - Garbage bags as ground cover, if you need a dry place to sit.
 - If you have to leave your home, tape bags over broken windows.
- **Ziploc type bags**
 - Collect any currently used prescription(s) and place them into quart bags.
 - It does not hurt to have extra medicine on hand, have prescriptions filled (*if you have time before an event IE: hurricane*).
 - Place any important documents into Ziploc type bags and place all of the above-mentioned items into one of the buckets, purse or separate bag. Make sure these important documents remain secure and you do not lose track of them.
- **Hygiene Products**
 - Tooth brushes, toothpaste, hand soap, alcohol wipes, feminine products, comb, toilet paper, and any other personal items you have space for.
 - Keep in mind the kit is to supply a family for one week, so do not over pack.
- **Batteries and flashlights**
 - If finances allow, purchase long storage type batteries for radio and flashlights and place them in Ziploc type bags separate from the flashlight.
 - Place flashlight and radios into Ziploc type bags.
 - Store batteries close to the radios and flashlight.
 - The new LED flashlights are preferable, as they will last much longer than the old type of flashlight.

- **Cell phones**
 - Ensure you have a car charger for your cell phone, keep in mind some vehicles require the ignition to be on for accessories to be functional.
 - Do not charge cell phones in a car if this is the case.
- **Power Packs or personal jump-start kits**
 - If finances allow purchase one with a 12 Volt outlet to charge cell phones.
 - As with any other rechargeable battery, ensure you recharge the Power Pack once a month, whether it has been used or not. Some claim to provide 120 AC power, but they cannot supply enough electricity to power household electrical items for any length of time. They will charge cell phones or power laptop computers, for short period of time.
- **Fuel in vehicle**
 - Try to keep your vehicle full of fuel so you do not have to stand in line at a gas station for hours before a hurricane

*Emergencies happen every day. Protect your family by having extra supplies on hand before a disaster strikes. The time to go shopping for extra supplies is **now**, not when an emergency has happened.*



FEMA

Ready®

Family Emergency Plan

Prepare. Plan. Stay Informed.



Make sure your family has a plan in case of an emergency. Fill out these cards and give one to each member of your family to make sure they know who to call and where to meet in case of an emergency.

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

Family Emergency Plan 

EMERGENCY CONTACT NAME: _____
TELEPHONE: _____

OUT-OF-TOWN CONTACT NAME: _____
TELEPHONE: _____

NEIGHBORHOOD MEETING PLACE: _____
TELEPHONE: _____

OTHER IMPORTANT INFORMATION: _____

DIAL 911 FOR EMERGENCIES 

< FOLD HERE >

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

Family Emergency Plan 

EMERGENCY CONTACT NAME: _____
TELEPHONE: _____

OUT-OF-TOWN CONTACT NAME: _____
TELEPHONE: _____

NEIGHBORHOOD MEETING PLACE: _____
TELEPHONE: _____

OTHER IMPORTANT INFORMATION: _____

DIAL 911 FOR EMERGENCIES 

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

Family Emergency Plan 

EMERGENCY CONTACT NAME: _____
TELEPHONE: _____

OUT-OF-TOWN CONTACT NAME: _____
TELEPHONE: _____

NEIGHBORHOOD MEETING PLACE: _____
TELEPHONE: _____

OTHER IMPORTANT INFORMATION: _____

DIAL 911 FOR EMERGENCIES 

< FOLD HERE >

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

Family Emergency Plan 

EMERGENCY CONTACT NAME: _____
TELEPHONE: _____

OUT-OF-TOWN CONTACT NAME: _____
TELEPHONE: _____

NEIGHBORHOOD MEETING PLACE: _____
TELEPHONE: _____

OTHER IMPORTANT INFORMATION: _____

DIAL 911 FOR EMERGENCIES 