

Emergency Preparedness Checklist



East Baton Rouge Parish

Mayor's Office of
Homeland Security &
Emergency Preparedness

Are you prepared?

Disasters can strike unexpectedly, leaving little time to prepare.

Prepare now. Learn how to protect yourself and deal with disaster by planning ahead. This checklist will help you get started.

Involve your family in emergency planning. Post the plan where everyone will see it.

For additional information about how to prepare for hazards in the Baton Rouge area.

Contact the East Baton Rouge Parish Mayor's Office of Homeland Security & Emergency Preparedness. (225) 389-2100



**RED ST/CK
READY**



Emergency Checklist

Call the EBRP Office of Emergency Preparedness

- Find out which disasters could occur in your area.
- Ask how to prepare for each.
- Ask how you would be warned of an emergency.
- Learn about the city's evacuation routes.
- Ask about special assistance for elderly or disabled persons.

Also...

- Ask your workplace about emergency plans.
- Learn about emergency plans for your children's school or day care center.

Create an Emergency Plan

- Meet with family and discuss the dangers of fire, severe weather, and other emergencies.
- Discuss how to respond to each individual disaster.
- Discuss what to do about power outages and personal injuries.
- Draw a floor plan of your home. Mark two escape routes from each room.
- Learn how to turn off the water, gas and electricity at main switches.
- Post emergency telephone numbers near the phone.

- Take basic first aid and CPR classes.
- Teach children how and when to call 911, police and fire.
- Instruct household members to turn on the radio for emergency information.
- Pick one out of state and one local friend or relative for family members to call if separated by disaster.
- Teach children how to make long distance phone calls.
- Pick two meeting places: one, near your home in case of fire and the other outside your neighborhood in case you can't return after a disaster.

Information is provided by the Federal Emergency Management Agency (FEMA) and the American Red Cross.

Emergency Preparedness Checklist

Prepare a Disaster Supplies Kit

Assemble supplies you might need in an evacuation. Store them in an easy-to-carry container such as a backpack or duffle bag.

Includes:

- Water (1 gallon per person per day). Store in sealed, unbreakable containers. Date and replace every 6 months.
- Non perishable food items & a non-electric can opener
- A change of clothing, rain gear and sturdy shoes
- Blankets or sleeping bags
- A first aid kit and prescription medication
- A battery-powered radio, flashlight, and extra batteries
- Credit cards and cash
- A list of family physicians
- A list of important family information; the style and serial number of medical devices such as pacemakers
- Special items for infants, elderly or disabled family members

Prepare an Emergency Car Kit

Include:

- Battery powered radio and extra batteries
- Flashlight and extra batteries
- Blanket
- Booster cables
- Fire extinguisher (5 lb, A-B-C type)
- First aid kit and manual

- Bottled water and non-perishable high energy foods (e.g. granola bars, raisins and peanut butter)
- Maps
- Shovel
- Tire repair kit and pump
- Flares

Home Hazard Hunt

Many ordinary items in the home can become a hazard in the instance of an emergency. Anything that can fall, break, move or cause a fire is a potential hazard.

- Repair defective electrical wiring and leaky gas connections.
- Fasten shelves securely.
- Place large heavy objects on lower shelves.
- Hang pictures and mirrors away from beds.
- Brace overhead light fixtures. Secure water heater. Strap to wall studs.
- Repair cracks in ceilings or foundations.
- Store weed killers, pesticides and flammable products away from heat sources.
- Place oily polishing rags or waste in covered metal cans.
- Clean and repair chimneys, flue pipes, vent connectors and gas vents.

If You Need to Evacuate

- Listen to a battery powered radio for the location of emergency shelters. Follow the instructions of local officials.

- Wear protective clothing and sturdy shoes.
- Take your Disaster Supplies Kit
- Lock your house.
- Use travel routes specified by local officials.

If you are sure you have time...

- Shut off the water, gas and electricity, if instructed to do so.
- Let others know when you left and where you are going.
- Make arrangements for pets. Animals may not be allowed in public shelters.

Fire Safety

- Plan two escape routes out of each room.
- Teach family to stay low to the ground when escaping fire.
- Teach family never to open doors that are hot. In a fire, feel the door with the palm of your hand. If it is hot, don't open it. Find another exit.
- Install smoke detectors. Clean and test smoke detectors once a month. Change batteries at least once a year.
- Keep a whistle in each bedroom to awaken household members in case of a fire.
- Check electrical outlets. Do not overload.
- Purchase a fire extinguisher (5 lb, A-B-C type)
- Have a collapsible ladder on each upper floor of your house.
- Consider installing home sprinklers.

Emergency Telephone Numbers

Local Contact

Name _____

Telephone (Day) _____ (Evening) _____

Out of State Contact

Name _____

City _____

Telephone (Day) _____ (Evening) _____

Nearest Relative

Name _____

City _____

Telephone (Day) _____ (Evening) _____

Family Work Number

Father _____ Mother _____

In life threatening emergency, dial 911

Family Physicians

Name _____

Telephone _____

Reunion Locations

Right outside your home _____

Away from the neighborhood, in case you can't return home

Address _____

Telephone _____

Route to try first _____