



Employee Assistance Program

Emergency Preparedness

Emergencies and disasters can come in many different forms, and often develop quickly and unexpectedly. These events can range from affecting only your household, such as a house fire, to affecting an entire community, such as a tornado or earthquake.

Since preparation can reduce the physical impact and emotional trauma associated with emergencies, it is important to be prepared. Consider the following.

What You Can Do

Make a kit. For a basic kit, collect the following items and store together:

- Water (plan for one gallon per person, per day)
- Non-perishable food (at least a 3-day supply)
- Flashlight
- Battery-powered or hand-crank radio
- Extra batteries
- First Aid Kit and medical items
- Tools (wrench, pliers, manual can opener)
- Moist towelettes
- Filter mask or cotton t-shirt to filter air
- Garbage bags and ties for personal sanitation
- Plastic sheeting and duct tape for sealing doors/windows
- Copies of personal documents
- Whistle
- Family and emergency contact information
- Extra cash

Next, consider all the needs of your family members and add additional items as needed, such as baby items, pet supplies, specific medical equipment, entertainment items, along with other supplies specific to disasters that are common to your area. Also, consider getting online access to your bank account, as well as storing electronic copies of important personal, legal or financial documents.

Be informed.

Contact local emergency authorities to find out more about the types of disasters common to your area, along with how you would be notified by authorities, such as through local radio or television stations. Also, find out the emergency plans for school, work and other places your family spends time.

Develop a plan.

Once you have an idea of what types of emergencies and disasters to prepare for, make a plan for both home emergencies and community-wide disasters. For example, choose places for your family to meet in case you become separated—one immediately outside the home for home emergencies, and another outside your community if you are evacuated. Determine which route you will take to get to your evacuation location, along with alternative routes in case roads are closed. Keep a list of key phone numbers and road map easily accessible. Keep in mind that many emergency shelters and motels/hotels may not allow pets. Find out which motels/hotels accept pets along your evacuation route well in advance, and make sure your pet's identification tags are up to date and fastened securely to their collar.

For more information about preparing for emergencies, visit www.ready.gov, or call the toll free number listed below.



www.apshelplink.com



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1-800-999-1077