

# OFFICE OF EMERGENCY MANAGEMENT



## Emergency Preparedness Kit

### Background

When a disaster strikes...is too late to begin assembling your "Preparedness Kit". Your Emergency Preparedness Kit should be prepared in advance, during your "every-day" trip to the grocery or hardware store. The kit can be assembled over a period of time, but the basics should be gathered first.

There are six basic components to creating an Emergency Preparedness "Grab and Go-Kit". These six components are comprised of **Food, Water, First Aid, Tools and Emergency Supplies, Clothing and Bedding and important documents**. These items should be kept in an easy to grab container such as a large plastic storage bin, camping backpack, duffel bag or even a large covered plastic trash can. Your kit should be stored in a convenient place, near one of the exits of your home. It is also wise to keep a smaller version of your "Grab and Go-kit" in your car and one at work.

Check your supplies once a year and replace items that can expire (such as medications, pet foods, etc.) Keep an inventory of everything in your kit, along with the date of when it was first placed in your kit. Also, talk with your physician or pharmacist about storing prescription medications and maintain a list of these prescriptions as well.

### Essential Items

WATER	FOOD
<ul style="list-style-type: none"> <li>• Purchase bottled water, or store tap water in clean, airtight plastic containers. Avoid containers that will decompose or break, like milk cartons or glass bottles.</li> <li>• Keep at least a three-day supply of water for each person in your household. Plan for one gallon of water per person per day.</li> <li>• Water should be stored in a cool, dark place with the date labeled on the container. Tap water generally may be stored up to two weeks without further disinfection.</li> <li>• Having some water purification tablets on hand could be useful in the event of an extended disruption in water service.</li> </ul> <p><b>NOTE:</b> Water Purification tablets release chlorine or iodine. People with hidden or chronic liver or kidney disease may be adversely affected by iodized tablets and may experience worsened health problems as a result of ingestion.</p>	<ul style="list-style-type: none"> <li>• Store a three to five day supply of nonperishable food per person. These foods should be ready to eat and require no refrigeration, preparation, or cooking, (Remember any special dietary needs, diabetes, allergies, infants and pets). Don't forget a manual can opener).</li> <li>• Be sure to avoid foods high in sodium or foods that will dehydrate you.</li> <li>• Suggested food items include:                         <ul style="list-style-type: none"> <li>✓ Ready-to-eat canned meats, fruits, vegetables</li> <li>✓ Protein or fruit bars</li> <li>✓ Dry cereal, granola, nuts and crackers</li> <li>✓ Peanut Butter, Jelly</li> <li>✓ Canned juices</li> <li>✓ Non-perishable pasteurized milk</li> <li>✓ High energy foods</li> <li>✓ Vitamins</li> <li>✓ Comfort/stress foods</li> </ul> </li> <li>• Remember safety measures when handling food products such as keeping food in covered containers, keeping eating utensils clean, discarding any foods that have come in contact with contaminated floodwater, been at room temperature for two or more hours or has unusual odor, color or texture.</li> <li>• Food can be prepared using candles, fireplaces, charcoal grills or camp stoves outside.</li> </ul>

## EMERGENCY PREPAREDNESS (Continued)

### First Aid Kit

Having a first aid kit in your “Grab and Go-kit” is very important for the safety of you and your family during a disaster. The items for your first aid portion of your “grab and go-kit” should include:

- ✓ Sterile adhesive bandages (assorted sizes)
- ✓ Gauze Pads (2- and 3- inch)
- ✓ Triangular Bandages
- ✓ Hypoallergenic adhesive tape
- ✓ Sterile roller bandages (2- and 3-inch)
- ✓ Scissors
- ✓ Tweezers
- ✓ Needles
- ✓ Safety razor blade
- ✓ Safety pins (assorted sizes)
- ✓ Cold packs
- ✓ Bar of soap- hand sanitizer-moist towlettes
- ✓ Non-breakable thermometer
- ✓ Antiseptic spray
- ✓ Latex gloves
- ✓ Petroleum jelly or other lubricant
- ✓ Tongue blades and wooden applicator sticks
- ✓ Aspirin and non-aspirin pain reliever
- ✓ Antacid and laxative
- ✓ Anti-diarrhea medication
- ✓ Eye wash
- ✓ Rubbing alcohol, hydrogen peroxide
- ✓ Emetic (to induce vomiting)

### Tools and Emergency Supplies

It is important to have tools and other emergency supplies with you in the event of a disaster. This also includes sanitation needs. Tools and other emergency supplies that one should consider when preparing their “grab and go-kit” include:

- ✓ Battery-powered radio
- ✓ Flashlight and extra batteries of assorted sizes
- ✓ Duct tape, rope, utility knife
- ✓ Aluminum Foil
- ✓ ABC fire extinguisher
- ✓ Tools (pliers, shut off wrench, screwdriver, scissors)
- ✓ Compass
- ✓ Matches (waterproof)
- ✓ Plastic storage containers
- ✓ Signal flares
- ✓ paper and pencil or pen
- ✓ Needles and thread
- ✓ Medicine dropper
- ✓ Whistle
- ✓ Plastic sheeting
- ✓ N95 filter masks and work gloves
- ✓ Local map
- ✓ Paper cups, plates and plastic utensils

### Emergency Supplies Include:

- ✓ Cash (include change)
- ✓ Toilet paper, soap, detergent
- ✓ Personal hygiene/feminine products
- ✓ Wash cloths/towels
- ✓ Small shovel
- ✓ Buckets/lids, plastic bags and ties
- ✓ Disinfectant, household bleach
- ✓ Sunscreen/aloe/bug spray
- ✓ Bedding and Clothing – One to two changes of sturdy shoes or work boots, rain gear, blankets or sleeping bag, hat and gloves, thermal underwear, and sunglasses. It is a good idea, if you do not have room in your home to store these items, to place them in your vehicle. If there is an evacuation these items will then be already packed and ready to transport to your destination

### Important Documents

It is crucial to have your documents gathered and stored in one location in a waterproof, airtight and/or fireproof container. It is also suggested that you store these items away from home in a safety deposit box or with a trusted family member. Please know which documents are most essential to you and your family by considering how readily a lost record could be replaced. Loss of some records could result in major financial damage (like tax records) or would be irreplaceable (like family photos and historical documents). Below is a listing of some of the documentation you should consider having readily available:

- ✓ License or other IDs
- ✓ Social Security Cards / Passports / Certificates of Birth, Marriage or Death
- ✓ Medical History information/ Immunization
- ✓ Records of bank accounts / Insurance Policies / Stocks and bonds / Wills / Deeds

It is most important to make sure that you update all these documents at least once a year.