

PRE – DISASTER PLANNING GUIDE



This document has been created by the Durham County Fire Marshal's Office Emergency Management Division to assist the citizens of Durham County and City to be more aware and better prepared for disasters that might occur.

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PRE - DISASTER PLAN

The following is a Disaster Plan to be observed during any disaster, whether natural (winter storm, hurricane, etc.), man made (extended power outages, etc.) or technological (chemical spills and leaks, etc.).

DISASTERS

If you are planning to stay with friends or family during the emergency, have you made arrangements with them (preferably in advance) of when and where to meet, what to take and what provisions you need to take in addition to your Disaster Suitcase? (Description and suggestions for your disaster suitcase and disaster supplies are also in this plan.)

Contact family members and a trusted neighbor to advise them of your plans and to give them the name, address and telephone number where you will be staying during the emergency.

If you will be traveling to another location, leave early and during the daylight hours. The vehicle in which you will be riding should have a full tank of gas. The oil and tire pressure should be checked well in advance of your departure. Avoid areas that flood. Do not attempt to drive through water standing in the roadway.

EVACUATION

Once notified, residents should retrieve their disaster suitcase, close and lock all windows, turn off all electric and gas equipment (stoves, lights, etc.) Remain calm. Assist your neighbors when needed and help to keep them calm also. The Police Officers, Fire Department personnel and Emergency Medical Service personnel will assist in moving those residents with physical difficulties who cannot evacuate themselves.

DISASTER SUITCASE

(to take with you if you are evacuated from your residence)
All items should be stored in a plastic bag and then placed in the container/suitcase you will be using. This should be a container/suitcase that can be stored on a shelf or in an accessible area of your closet.

- ◆ Important documents such as identification, social security card, insurance policies, birth certificates, wills, addresses and phone numbers of relatives, pharmacies and physicians. All documents should be placed in a waterproof plastic bag to protect them.

- ◆ Cash - ATM, credit cards and checks may not be accepted or usable.

- ◆ First aid kit including aspirin or non-aspirin substitute, anti-acid, laxative or diarrhea medication, cough/cold/allergy medication.

- ◆ Prescription medications including a list of the physicians and pharmacies. A small cooler for ice if any of your medications require refrigeration. (check with your pharmacist to find out how long each medication can be stored and replace as necessary)
- ◆ Personal hygiene items - toothbrush and toothpaste, denture products, toilet paper, tissue, paper towels, soap, wash cloth and hand towel, sun block, insect repellent, wet wipes, deodorant.
- ◆ Extra glasses, hearing aid batteries, canes, walkers, wheelchairs and other medical equipment with back-up power supplies
- ◆ Flashlight and extra batteries (check batteries every 6 months and replace as necessary)
- ◆ Small battery operated radio with extra batteries (check batteries every 6 months and replace as necessary)
- ◆ Large and small trash bags with ties
- ◆ Appropriate protective clothing - rain coat, boots, hat, gloves
- ◆ Two (2) complete changes of clothing appropriate to the season (change, add or remove clothing as needed in the spring and in the fall)
- ◆ Extra set of keys

- ◆ Comfort foods - cookies, hard candy, instant coffee, tea bags etc. (check items every six months and replace as necessary)
- ◆ Bedding - pillow, blanket, sheets

DISASTER SUPPLIES

(if you will not be evacuated and are staying in your residence - items can be stored in a box or container such as a disinfected garbage can with a tight fitting lid and placed next to your Disaster Suitcase)

- ◆ Flashlight and extra batteries (lanterns and candles are not recommended due to fire hazards). Check batteries every 6 months and replace as necessary.
- ◆ Battery operated radio and extra batteries (to listen to newscasts and weather reports). Check batteries every 6 months and replace as necessary.
- ◆ Back up oxygen tank should be kept full at all times.
- ◆ A three to four day supply of your current medications. Ask your physician or pharmacist how long each of the medications can be stored.
- ◆ Ice - fill coolers with ice.

- ◆ Water - water can be stored in empty containers and/or a bathtub that has been disinfected and the drain plugged. To disinfect the tub, use a 10% bleach solution (9 parts water and 1 part bleach) to clean the tub - then rinse well with plain water. Bottled water is another alternative.

- ◆ Non-perishable foods that can be eaten at room temperature such as:
 - ready to eat canned meats, fruits and vegetables;
 - canned juices, milk, soups;
 - staples such as sugar, salt, pepper;
 - high energy foods - peanut butter, jelly, crackers, granola bars;
 - comfort foods - cookies, hard candy, instant coffee and tea, tea bags, etc.;
 - manual can opener;
 - disposable plates, utensils, cups and bowls.(The foods put in your disaster supply kit should take into consideration any special dietary needs of the individual.) Rotate your stored food every six months.

○ Due to health and safety dangers:

- Do not operate a generator inside the structure
- Do not cook or heat inside the structure with gas grills or charcoal