



## BE PREPARED

Complete this plan with all members of your household.

Answer these questions and keep this sheet handy to ensure all members of the household are prepared and know exactly what to do in an emergency situation.

1. If we cannot make it home or contact each other we will meet or leave a message at: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
2. An out of town person that our family can contact if we lose contact with each other:  
 Name: \_\_\_\_\_  
 Contact Details: \_\_\_\_\_
3. The person responsible for collecting the children from school :  
 Name: \_\_\_\_\_  
 Contact Details: \_\_\_\_\_
4. The person responsible for checking and replenishing the emergency survival items is: \_\_\_\_\_  
 \_\_\_\_\_
5. In an emergency we will remain in our home, unless advised otherwise. We will need to prepare to look after ourselves for three days or more. In an emergency we will:
  - Secure our home
  - Collect our emergency survival items for our Emergency Kit
  - Place all valuables for our Emergency Kit into leak proof plastic bags or containers
  - Listen to the radio for advice and information
6. If we have to evacuate our home we will:
  - Take our Emergency Kit and important documents with us
  - Turn off water, electricity and gas (always seek professional advice before reconnecting)
7. Neighbours that may need our help or can help us:
  - Name: \_\_\_\_\_
  - Address: \_\_\_\_\_
  - Contact Details: \_\_\_\_\_
  - Name: \_\_\_\_\_
  - Address: \_\_\_\_\_
  - Contact Details: \_\_\_\_\_
  - Name: \_\_\_\_\_
  - Address: \_\_\_\_\_
  - Contact Details: \_\_\_\_\_
8. A plan of our house showing:
  - Places to shelter
  - Exits
  - Assembly area
  - Where to turn off water, gas and electricity

### Plan of our House