THIS INDIVIDUAL AND FAMILY PREPAREDNESS GUIDE WILL HELP YOU AND YOUR FAMILY BE PREPARED FOR, RESPOND TO, AND RECOVER FROM, THE NEXT BIG DISASTER.

Alaska is a wonderful place to live. We have majestic scenery, incredible wildlife, and dependable neighbors. However, due to Alaska's size and remoteness, we face many manmade and natural disasters that can strike with or without notice. Disasters can affect communication, food, healthcare, transportation, water, and other critical services we depend on. The State of Alaska Division of Homeland Security and Emergency Management (DHSEM) recommends that every Alaskan have a Family Emergency Plan, enough emergency supplies for at least seven days, and a good understanding of what to do before, during, and after a disaster. Every individual and family is different, and people in our large state must prepare for a wide range of risks and hazards. This Individual and Family Preparedness Guide provides a blueprint for Alaskans, but each family must decide what works best for them and customize their plans, emergency supplies, and knowledge to fit their family’s unique needs.

THIS GUIDE WILL HELP YOU:

1. Develop a Family Emergency Plan.
2. Learn what items should be included in your Emergency Kit and Go Kit.
3. Develop a schedule to build your Emergency Kit over time.
4. Prepare your pets for emergencies.
5. Learn steps to mitigate potential damage to your home and guidelines for preparing to shelter-in-place.
Family Emergency Plan

Make sure your family has a plan in case of an emergency. Before an emergency, sit down together and decide how you will contact each other, where you will go, and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can easily access it, in the event of an emergency.

HOUSEHOLD INFORMATION

Home #: ____________________________  Address: ____________________________
Name: ____________________________  Mobile #: ____________________________
Other # or social media: ____________________________  Email: ____________________________
Important medical or other information: ____________________________

Home #: ____________________________  Address: ____________________________
Name: ____________________________  Mobile #: ____________________________
Other # or social media: ____________________________  Email: ____________________________
Important medical or other information: ____________________________

Home #: ____________________________  Address: ____________________________
Name: ____________________________  Mobile #: ____________________________
Other # or social media: ____________________________  Email: ____________________________
Important medical or other information: ____________________________

SCHOOL, CHILDCARE, CAREGIVER, AND WORKPLACE EMERGENCY PLANS

Name: ____________________________  Address: ____________________________
Emergency/Hotline #: ____________________________  Website: ____________________________
Emergency Plan/Pick-Up: ____________________________

Name: ____________________________  Address: ____________________________
Emergency/Hotline #: ____________________________  Website: ____________________________
Emergency Plan/Pick-Up: ____________________________

Name: ____________________________  Address: ____________________________
Emergency/Hotline #: ____________________________  Website: ____________________________
Emergency Plan/Pick-Up: ____________________________

Emergency Communication Plan
## OUT-OF-TOWN CONTACT

<table>
<thead>
<tr>
<th>Name:</th>
<th>Email:</th>
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<tbody>
<tr>
<td>Other # or social media:</td>
<td>Mobile:</td>
</tr>
<tr>
<td>Name:</td>
<td>Email:</td>
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<tr>
<td>Other # or social media:</td>
<td>Mobile:</td>
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## EMERGENCY MEETING PLACES

<table>
<thead>
<tr>
<th>Indoors</th>
<th>Out-of-Neighborhood</th>
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<tbody>
<tr>
<td>Instructions</td>
<td>Address</td>
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<tr>
<td></td>
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<td>Neighborhood</td>
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<td>Instructions</td>
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## IMPORTANT NUMBERS OR INFORMATION

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<thead>
<tr>
<th><strong>Police</strong></th>
<th><strong>Medical Insurance</strong></th>
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</thead>
<tbody>
<tr>
<td>Dial 911 or phone #</td>
<td>Company Name</td>
</tr>
<tr>
<td>Fire</td>
<td>Policy #</td>
</tr>
<tr>
<td>Dial 911 or phone #</td>
<td>Phone #</td>
</tr>
<tr>
<td><strong>Poison Control</strong></td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
</tr>
<tr>
<td><strong>Doctor</strong></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
</tr>
<tr>
<td><strong>Pediatrician</strong></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
</tr>
<tr>
<td><strong>Dentist</strong></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
</tr>
<tr>
<td><strong>Veterinarian</strong></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
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<tr>
<td><strong>Hospital/Clinic</strong></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td></td>
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<tr>
<td>Phone #</td>
<td></td>
</tr>
<tr>
<td><strong>Pharmacy</strong></td>
<td></td>
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<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
</tr>
<tr>
<td><strong>Alternate/Accessible Transportation</strong></td>
<td></td>
</tr>
<tr>
<td>Phone #</td>
<td></td>
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<tr>
<td><strong>Other:</strong></td>
<td></td>
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<tr>
<td>Phone #</td>
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## IMPORTANT NUMBERS OR INFORMATION

<table>
<thead>
<tr>
<th><strong>Emergency Communication Plan</strong></th>
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INITIAL CONSIDERATIONS

Establish an accessible place to store your kit:
- Gather 7 or more days of supplies for your family
- Plan as a family for emergency situations
- Identify critical personal or family needs like daily medications
- Copy your critical documents and store them in your Go Kit

Plan to make your kit in several parts:
- Main Kit (shelter-in-place at home)
- Go Kit (evacuate on short notice)
- Vehicle or Office Kit (stranded and cannot return home)

FOOD STORAGE

Decide how you are going to prepare your food during an emergency situation. Purchase/store your food in 3 meal, 1 day units
- Choose your food according to your family’s needs
- Include foods you and your family regularly consume

Factors in food choice:
- Shelf Life
- Nutrition
- Preference
- Choose foods that will provide energy
- Avoid foods that will make you thirsty
- Store your food in a cool, dry area
- If vacuum sealing or canning, follow sanitary guidelines

Good foods to consider (approximate shelf life):
- Ready to eat canned meals (1 year)
- Protein bars/nuts (1 year)
- Crackers/peanut butter (1 year)
- Freeze dried foods (12-30 years)
- Consider dietary constraints when storing food
- Always double check food before eating it
- Do not allow canned goods to freeze

WATER STORAGE/PURIFICATION

There are many ways to treat water, choose the best for your situation plan on 1 gallon of water per person per day
- Your water storage is not just for drinking, but also cleaning, sanitation, etc

Unless you know it’s clean, always purify water:
- Boiling 5 minutes +1 minute for each 1000 ft above sea level
- ¼ tsp. or 16 drops of unscented bleach per gallon
- Distillation
- If using other water purification methods, know the capabilities/limitations before using it
- You may store drinking water separately from other use water
- In emergency situations, your water heater reservoir can serve as a potable water source
- Change your drinking water every 6 months
- Store water in clean containers, do not use bottles that might contain contaminates, like old milk/juice cartons
GENERATORS/INDOOR HEATERS
Choose a generator based on your family’s minimum needs during an emergency.
It is important in Alaska to have an emergency heat source for your family.
- Never run a generator indoors!
- Know the load constraints of your generator
- Keep fuel on hand for your generator
- Make sure a working carbon monoxide detector is in the home
- Always follow the manufacturer’s instructions for ventilating your heat source

Use an indoor heating option, such as:
- Wood stove/fireplace
- Propane/electric heaters

TYPES OF EMERGENCY KITS
Disasters come in unexpected forms and at unanticipated times. Different types of kits are required for different circumstances that may occur. A well thought out seven-day emergency kit allows a family to stay in their home during a disaster. A Go Kit is a smaller set of all the essential items in a seven-day kit. The Go Kit can be grabbed if the family needs to leave the home in a moment’s notice. An Office Kit or Vehicle Kit can be called upon when a disaster occurs and you are away from home.
**USE THIS SCHEDULE AS A COST-EFFECTIVE MEANS OF BUILDING A SEVEN-DAY EMERGENCY KIT OVER A 12-WEEK PERIOD. IF NEEDED, EACH WEEK CAN BE DIVIDED INTO TWO WEEKS TO MAKE IT A 24-WEEK PROGRAM**

As you go:
- Inventory what you already have, start with those items.
- Put expiration labels on items with a shelf-life.
- Make two parts to your kit: The Home or Main Kit and the Go Kit.
- Your Go Kit will contain small portions of your Main Kit, according to what you can carry.

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Week 2</th>
<th>Week 3</th>
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</thead>
<tbody>
<tr>
<td>☐ first aid kit</td>
<td>☐ duct tape</td>
<td>☐ flashlight</td>
</tr>
<tr>
<td>☐ 1 gallon of water*</td>
<td>☐ 1 gallon of water*</td>
<td>☐ 1 gallon of water*</td>
</tr>
<tr>
<td>☐ 1 day of food*</td>
<td>☐ 1 day of food*</td>
<td>☐ 1 day of food*</td>
</tr>
<tr>
<td>☐ large container to store your kit: trash can, large tote, etc.</td>
<td>☐ plastic sheeting</td>
<td>☐ extra batteries</td>
</tr>
<tr>
<td>☐ can opener</td>
<td>☐ utility knife</td>
<td>☐ antibacterial soap</td>
</tr>
<tr>
<td></td>
<td>☐ backpack for Go Kit</td>
<td>☐ sleeping bag/pad*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 4</th>
<th>Week 5</th>
<th>Week 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ over-the-counter medicine</td>
<td>☐ heavy cord</td>
<td>☐ body wash/shampoo</td>
</tr>
<tr>
<td>☐ 1 gallon of water*</td>
<td>☐ 1 gallon of water*</td>
<td>☐ 1 gallon of water*</td>
</tr>
<tr>
<td>☐ 1 day of food*</td>
<td>☐ 1 day of food*</td>
<td>☐ 1 day of food*</td>
</tr>
<tr>
<td>☐ extra toothbrush*</td>
<td>☐ lighter and waterproof matches</td>
<td>☐ extra glasses</td>
</tr>
<tr>
<td>☐ toothpaste</td>
<td>☐ pen/notepad</td>
<td>☐ other food items</td>
</tr>
<tr>
<td>☐ emergency poncho*</td>
<td></td>
<td>☐ roll of toilet paper*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 7</th>
<th>Week 8</th>
<th>Week 9</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ water purification system</td>
<td>☐ weather radio</td>
<td>☐ cooking system</td>
</tr>
<tr>
<td>☐ 1 gallon of water*</td>
<td>☐ (battery/crank powered)</td>
<td>(for outdoor use only)</td>
</tr>
<tr>
<td>☐ 1 day of food*</td>
<td>☐ extra glasses</td>
<td>☐ dust mask*</td>
</tr>
<tr>
<td>☐ feminine products (if needed)</td>
<td>☐ other food items</td>
<td>☐ special needs items (inhaler, etc.)</td>
</tr>
<tr>
<td>☐ other personal comfort items</td>
<td>☐ extra blankets</td>
<td>☐ bucket with a lid</td>
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<thead>
<tr>
<th>Week 10</th>
<th>Week 11</th>
<th>Week 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ indoor heating system</td>
<td>☐ emergency tools (wrench, pry bar, gas shut-off wrench)</td>
<td>☐ generator (if affordable)</td>
</tr>
<tr>
<td>☐ compass</td>
<td>☐ pet food</td>
<td>☐ other food items</td>
</tr>
<tr>
<td>☐ sunscreen</td>
<td>☐ toys/books/games for kids (if needed)</td>
<td>☐ pet supplies (leash, id, etc.)</td>
</tr>
<tr>
<td>☐ whistle</td>
<td>☐ other personal comfort items</td>
<td>☐ insect repellent spray</td>
</tr>
</tbody>
</table>

*per person
CRITICAL DOCUMENTS CHECKLIST
Copying or scanning your critical documents will help you recover after a disaster. These documents can be stored in a folder or on a password-protected USB in your Go Kit.

☐ Personal Identification  ☐ Titles (Property and/or Vehicles)
☐ Passports  ☐ Wills or Trust Information
☐ Birth or Baptismal Certificates  ☐ Immunization Records
☐ Indian Blood/Tribal Membership  ☐ Medication/Prescription Records
☐ Marriage Certificates  ☐ Emergency Contact List
☐ Divorce Decrees  ☐ Pet Records, Photo, and Information
☐ Social Security Cards  ☐ Pictures of Each Family Member
☐ Driver's License  ☐ Copy of Recent Tax Return
☐ Bank and Credit Card Account Information  ☐ Stock and Bond Certificates
☐ Insurance Paperwork  ☐ Inventory of Household Goods (with Pictures)
☐ Property Deeds or Leases  ☐ Other:
Preparing Pets for Emergencies

☐ Make sure you have collar with ID tag, license, and rabies vaccine tag.

☐ Store current shot and health records in a waterproof container, such as a zip-lock bag.

☐ Food and water bowls with enough food and water for seven days. Remember to keep the food in a waterproof container.

☐ Manual can opener for canned food, if needed.

☐ Plastic bags to dispose of pet droppings and other waste.

☐ First Aid Kit/pet medications

☐ Paper towels/wet wipes

☐ Current photo of you and your pet.

☐ Pet carrier with plenty of bedding.

☐ Leash

☐ Toys

☐ Grooming Supplies

☐ Flashlight and spare batteries

☐ Cat litter and litter box

DURING AN EMERGENCY TAKE THESE PRECAUTIONS FOR YOUR PETS:

☐ Identify a pet-friendly shelter, for public health, many emergency shelters cannot accept pets.

☐ Do not leave your pet at home if you evacuate, however, if you have no alternative but to leave your pet, confine or secure them in a safe area inside; and notify the proper authorities. An alternative is to take your pet to a friend’s or family member’s house or to a hotel in a safe zone. This should be pre-arranged to avoid surprise and confusion.

☐ If sheltering-in-place, bring your pets inside immediately.

☐ Always leash your pets when they go outside during and after disaster.

To find a hotel or motel that accepts pets, visit www.petswelcome.com.
THERE ARE MANY WAYS TO PREVENT OR REDUCE DAMAGE FROM DISASTERS; THEY JUST REQUIRE A LITTLE TIME AND PLANNING.

FLOOD
☐ Know your area’s flood risk. Search by address at https://msc.fema.gov/portal/search.
☐ Raise your furnace, water heater, and electric panel if at risk of flooding.
☐ Make a flood evacuation plan with your family.
☐ Purchase flood insurance and/or renter’s insurance.

FIRE
☐ Regularly check your smoke alarms and carbon monoxide detectors.
☐ Have an up-to-date fire extinguisher in the kitchen and garage.
☐ Make a fire escape plan with your family.
☐ Clear brush and trees within 30 to 40 feet of your house.
☐ Remove dead and dry litter from gutters, roof, decks, and walkways.

WINTER STORMS
☐ Maintain your emergency kit with alternate heat sources and extra blankets.
☐ Track weather changes with a battery-powered NOAA weather radio and portable AM/FM radio.
☐ Prepare your vehicle with blankets, warm clothing, and an emergency kit.

SHELTER-IN-PLACE
☐ In many situations, your home will be the best place for you to take shelter from a disaster.
☐ In addition to making a plan and building an emergency kit, learn the proper steps to prepare your house for a shelter-in-place situation.
☐ Use common sense and available information to assess the situation and determine if there is immediate danger.
☐ If you see large amounts of debris in the air, or if local authorities say the air is badly contaminated, you may want to seal off your home. (See Diagram.)
☐ However, if you are in a cold-weather situation and using an alternate heat source, you will need to ventilate your home regularly.

EARTHQUAKES AND TSUNAMIS
☐ Secure heavy items to wall studs with appropriate fasteners, e.g. appliances, furniture, artwork, tall shelving, and items that block exits.
☐ Secure your water heater.
☐ Secure hanging objects, especially over beds, sofas, or chairs.
☐ Store a pair of shoes and a flashlight in a bag and tie to bed frame.
☐ Learn how to shut off gas, water, and electricity and teach your family.*

*Only shut off gas if you smell gas or hear gas escaping.
Wrap a 1½” wide, 16-gauge-thick metal strap (A) around the top of the water heater and bolt the ends together. Do the same about 1/3 of the way up the side of the water heater. Take four lengths of EMT electrical conduit, each no longer than 30”. Flatten the ends. Bolt one end to the metal strap (B). Screw the other end to a 2” by 4” stud in the wall using a 5/16” by 3” lag screw. Be sure a flexible pipe (C) is used to connect the gas supply to the heater.

Bookcases and shelving should be anchored with brackets or flexible fasteners to an adjacent stud wall, or concrete or masonry wall. Any connections to stud walls must engage the structural studs.

Secure televisions and computer monitors with flexible nylon straps and buckles for easy removal and relocation. Commercial packages are available at hardware stores.
Earthquake and Tsunami Response

When the shaking starts:

Drop  Cover  Hold on!

Protect Yourself During Earthquakes

Tsunami Hazard Zone

In case of earthquake, go to high ground or inland

Tsunami Evacuation Route

If you are in a tsunami hazard zone and shaking lasts for more than 20 seconds, move inland and to high ground immediately.

Response Steps Immediately Following Disaster

**Step 1:** Protect your head, feet, and hands with appropriate gear.

**Step 2:** Check on your family members’ well-being.

**Step 3:** Check the natural gas in your home. Shut off if necessary.

**Step 4:** Shut off water at the house main in case of exterior water breaks.

**Step 5:** Assess your home for serious damages.

**Step 6:** Place the HELP or OK (see back) on your door or window facing the road.

Knowing what to do in the hours of a disaster may help you save a life, reduce the severity of injuries, and reduce the amount of damage.
BEFORE THE DISASTER
Put two band-aids in this booklet and put the booklet under your bed, along with your sturdy shoes, hard hat, and leather gloves.

AFTER THE DISASTER
Use the band-aids to hang this card on the front door or a window so it is visible from the street.

If you have questions, please contact DHS & EM at 1-800-478-2337