

# **OCCIDENTAL COLLEGE**

## **EMERGENCY SUPPLIES CHECKLIST**

**Below is a personal preparedness checklist that will add to your safety and comfort during and after a disaster. Store enough supplies for at least 72 hours. This is a progressive list. Start with the essentials and work at it until you feel comfortable with your preparedness. Develop several disaster kits for home, office, vehicle and for your family members.**

### **ESSENTIALS**

- Water - at least 1 gallon per person per day (a one week supply is best). Energy or sport drinks that have electrolytes are also good. Rotate into normal use and re-purchase at regular intervals.**
- Water purification kit.**
- Whistle to signal for help.**
- First aid kit, freshly stocked. Watch expiration dates of supplies. (Should contain ibuprofen, acetaminophen or aspirin, adhesive bandages, flexible bandages to wrap joints, antibiotic/burn ointment, antihistamines, prescription drugs, sterile gauze pads, sanitary napkins, etc.)**
- First aid book.**
- Food. Choose items with long shelf life and ability to eat without preparation and good nutritional value (energy bars; canned meat, vegetables & fruits; etc.)**
- Can/bottle opener (non-electric).**
- Essential medications.**
- Extra clothing - jacket/sweater for warmth, work clothes (jeans, long sleeve shirt, etc), hat, raincoat, etc.**
- Blankets or sleeping bags and something to use as a pillow. You may have to sleep outside or in a vehicle. Space blanket (compact & can be used as a tarp).**
- Flashlight with extra batteries, lightsticks (they have an expiration date).**
- Radio (recommend dynamo hand crank charging or solar/dynamo combo). Some come with a flashlight option.**
- Extra pair of eyeglasses or contacts with cleaning supplies.**
- Fire extinguisher (recommend: 5lb dry chemical A-B-C type or larger).**
- Out-of-state contact phone number.**
- Extra pair of house and car keys.**
- Cash and change.**
- Waterproof matches and long-life candles. Never use if a gas leak is suspected.**
- Personal identification.**
- Other:**

### **SANITATION SUPPLIES**

- Large plastic trash bags for waste.**
- Toilet paper.**
- Bar soap and liquid detergent. Antibacterial, "no-water-needed," liquid soap.**
- Paper towels**
- Hand/bath towels**
- Toothpaste and toothbrushes.**
- Feminine hygiene supplies.**
- Household bleach.**
- Trash can.**
- Shampoo.**
- Other:**

## **SAFETY & COMFORT**

- Sturdy shoes or work boots.**
- Heavy duty gloves for clearing debris including glass and other sharp objects.**
- Dust masks.**
- Hardhat.**
- Candles and matches. Never use if gas leak is suspected.**
- Light sticks.**
- Change of clothing (search and rescue type). Also, plan for warmth and comfort.**
- Knife, razor blades, scissors.**
- Tent and tarp.**
- Communication kit: paper, pens/pencils/markers.**
- Books and playing cards.**
- Cell phone.**
- Area map.**
- Address/phone directory for friends and family.**
- Pillow.**
- Other:**

## **COOKING**

- Utensils (knife, fork, spoon).**
- Plates, cups, bowls.**
- Paper towels.**
- Aluminum foil.**
- Camping stove and fuel. Never cook indoors because of potential for carbon monoxide poisoning. Do not use if there are potential gas leaks.**

## **TOOLS & SUPPLIES**

- Adjustable wrench for shutting off gas.**
- Shovel, broom, saw, axe.**
- Tool kit: screwdrivers, pliers, hammer, crowbar.**
- Rope (1/2" minimum thickness).**
- Duct tape.**
- Chalk for marking searched areas.**
- Levers and fulcrums for lifting debris.**

## **FAMILY SUPPLIES**

- Baby supplies: formula, bottles, pacifier, soap, clothing, blankets, baby wipes disposable diapers, canned food and juices.**
- Survival supplies for children at their school. Does the school have a disaster plan?**
- Contact person who will pick up your children for you if you cannot leave your place of work. This person should have your out-of-state contact number so messages can be exchanged.**
- Spouse and other family members should have their own emergency supplies with them. You should all review the emergency plans on a regular basis so you will feel relatively comfortable about your preparedness. This peace of mind will be very valuable to you should a disaster strike when you are separated from your family members.**

## **ELDERLY**

- [ ] **Survival needs (see "Essentials" above). Plus: Keep extra medication on hand (rotate as necessary to prevent exceeding expiration dates); Extra eyeglasses; Extra walking aids.**
- [ ] **Whistle to signal for help.**
- [ ] **Extra battery for hearing aids.**
- [ ] **Arrange for a few other trustworthy people to check on you after an earthquake. They should know your special needs, where emergency supplies are located and how to operate any equipment you use.**

## **PETS**

- [ ] **Food and water for a week. Be aware that pets are usually not allowed at emergency shelters.**
- [ ] **Bowls to serve food and water.**
- [ ] **Leash or carrier.**
- [ ] **Arrange with a neighbor to care for your pet(s) if you cannot get home. Arrange another place for you pet to stay for an extended period of time if necessary.**

## **HOME PREPARATION**

- [ ] **Place beds away from large windows, tall unsecured bookcases or other furniture. Do not hang objects (glass framed pictures, etc) on walls that might fall on you and cause injury. Use soft art pieces. Minimum 4mil thick plastic films are available for coating windows to prevent shattering (labor and materials about \$3-4/ft<sup>2</sup>).**
- [ ] **Put a flashlight under your mattress so it is easy access without having to search through furniture that might topple over, and it will be available in the "safety triangle" next to your bed. Keep shoes near your bed to prevent having to walk through broken glass or debris that might cause injury. Keep other "essentials" as necessary in easy reach from your bed.**
- [ ] **Make sure you have smoke detectors and functioning fire extinguishers in your house. Carbon monoxide detectors are also a good addition where needed. Follow manufacturer recommendations for locations. Practice use of fire extinguishers when offered at work. Teach your family how to use a fire extinguisher and how to call for emergency response.**
- [ ] **Develop a family plan for what to expect and what to do during an earthquake, fire or other emergency. Do a practice drill every 6 months. Teach family members what to do wherever they are (indoors, outdoors, at school, etc.). Talk about this on family outings.**
- [ ] **Gas appliances must have a flexible connector to reduce the risk of fire or explosion.**
- [ ] **Secure your gas water heater using kits made of materials designed for this purpose.**
- [ ] **Locate your gas and water shut-off valves, and store the necessary tools to turn them off in a convenient location. Never turn the gas back on once you have turned it off. Let the gas company to this. They can check for leaks and make sure all pilot lights are re-lit.**
- [ ] **Locate the electrical shutoff in the circuit breaker panel or fuse box. Learn how to turn off the power before the emergency.**
- [ ] **Secure the top of tall furniture to wall studs with flexible straps (designed for this purpose).**
- [ ] **Computers, TV, and other appliances can be secured using safety straps. Use non-drying putty or industrial Velcro for art objects.**
- [ ] **Secure cabinets with child-proof safety latches, or ones designed for boats. This can really save on breakage costs and cleanup.**
- [ ] **If you suspect your house is not bolted to the foundation, has un-reinforced cripple walls or other structural issues, contact a seismic retrofit company for an evaluation and repair estimate. Some of the best earthquake damage prevention is to complete the seismic upgrades to your structure before the shaking tests its strength.**
- [ ] **Other:**