

HOUSEHOLD EMERGENCY PLANNING

This fact sheet explains why a household emergency plan is an essential part of being prepared for an emergency.

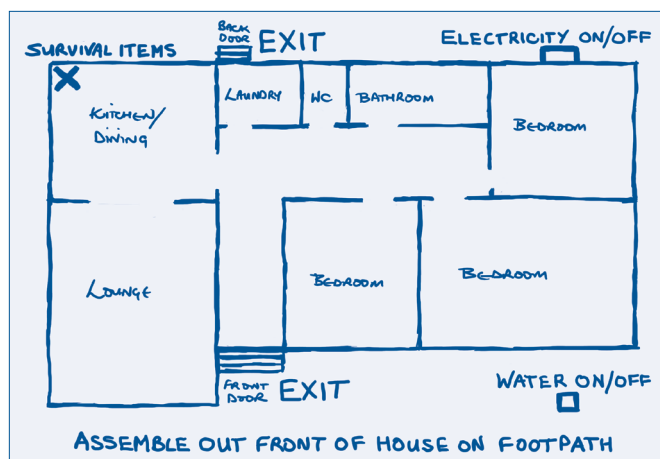
A household emergency plan is a very important part of being prepared for an emergency. A household emergency plan means all family members will know what they need to do before, during and after an emergency.

When you and your family are developing your household emergency plan you need to ensure that you consider all the information included in this household emergency planning fact sheet.

My House

Drawing a plan of your house can be a great way to educate your family about what to do in an emergency. To complete the plan of your house, you might like to work through the questions below.

- Where are the places I can shelter (eg. In an earthquake) in my house?
- Where are the exits?
- Where should we assemble? eg. The park across the road
- Where do I turn off water, electricity and gas?
- Where are our survival items located?



Family communications

A disaster may occur at any time, which could mean your family may not be together. Therefore it is essential that you plan how you will contact one another. It is important you think about how you will communicate with each other in different situations as communications, such as the telephone, may be disrupted.

A solution to this may be to determine a meeting place (this might be separate from your house) that is easily accessible to all family members when they are away from home. You may also like to nominate a family member or friend who lives outside the affected area (eg. In an earthquake that may be outside the region) who family members contact to notify they are safe.

Should you have children, you also need to identify who will pick up the children from school. Make sure you discuss this with the family so everybody understands their responsibilities in an emergency.

Below is an example of a family communications card. It is useful for all family members to keep these cards handy in a wallet, purse, backpack etc. You may also want to send one to school with each child to keep on their file.

FAMILY COMMUNICATION CARD	
Name: _____	Person who will pick me up: _____
Primary contact: _____	Outside area contact name: _____
Telephone: _____	Telephone: _____
Alternate meeting place: _____	Other important phone numbers and information: _____
_____	_____

Go to www.wrcdemg.govt.nz to download the family communication card.

It is also important to think about your family members with specific needs or other people in your neighbourhood who may need help in an emergency.

People with Special Needs

It is very important to identify and include people with special needs in your household, neighbourhood support group and work emergency plans. They will require assistance in an emergency. People and organisations that will need help may include:

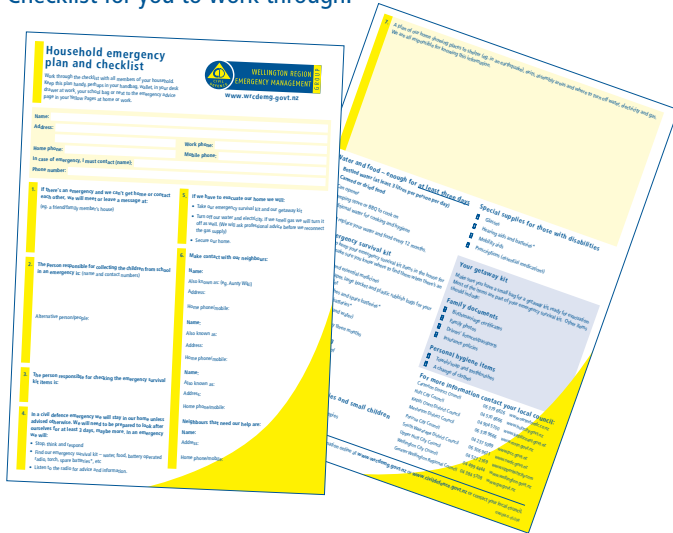
- Blind
- Deaf
- Disabled
- Elderly
- Infirm
- Parents and caregivers with young children
- People who require language translation.

If you have a disability, make arrangements with a family member, friend, neighbour or work colleague to help you in an emergency. If you need mobility aids, insist on bringing your aid if you are evacuated.

If you are hearing impaired, store extra hearing aid batteries at home and work. Make sure you have a torch, pencil and notepad where you can get them quickly and easily, even in the dark.

Get Planning

There is no time like the present to develop your household emergency plan. To make sure you have covered the essentials, the Wellington Region Civil Defence and Emergency Management Group have developed a Household Emergency Plan and Checklist for you to work through.



Your Pets

If you have family pets you need to include them in your emergency planning. You may need to leave home without your pet in the event of a disaster.

You can help your pets by including the following in your household emergency planning:

- Make sure your pet has a collar and registration tag, disc with your name, address and phone number
- Always have a carry-box with a blanket or towel ready. Label the box with your name, address and phone number
- Keep an emergency supply of tinned and dry food.

The Household Emergency Plan and Checklist is available from the following sources:

- The back of your Yellow Pages
- The Wellington Region Civil Defence and Emergency Management Group website www.wrcdemg.govt.nz
- Your local council.

Remember the three simple steps that will help you and your family survive a disaster:

- Store **Emergency Water** (at least 3 litres per person per day, for at least 3 days)
- Have **Emergency Survival Items**
- Have a **Household Emergency Plan**

For more information on preparing for an emergency please contact your local Council or visit www.wrcdemg.govt.nz