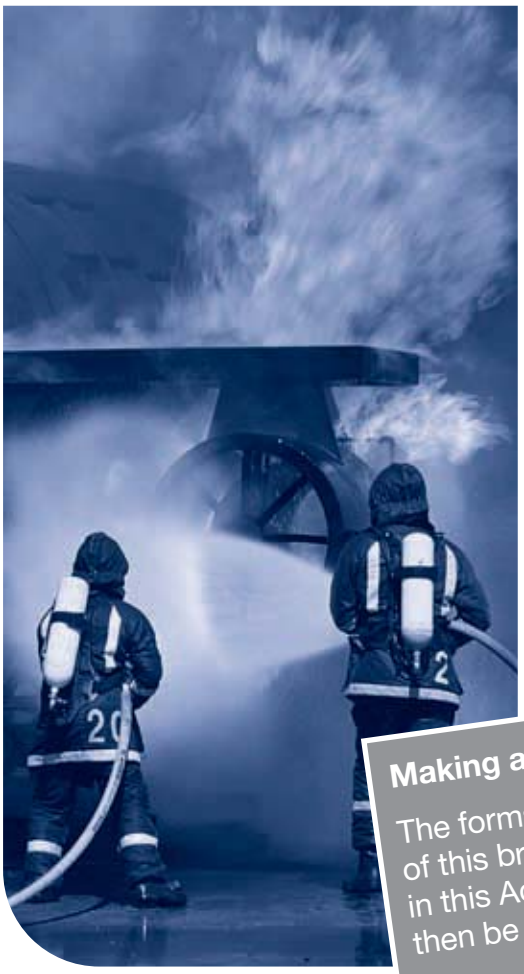
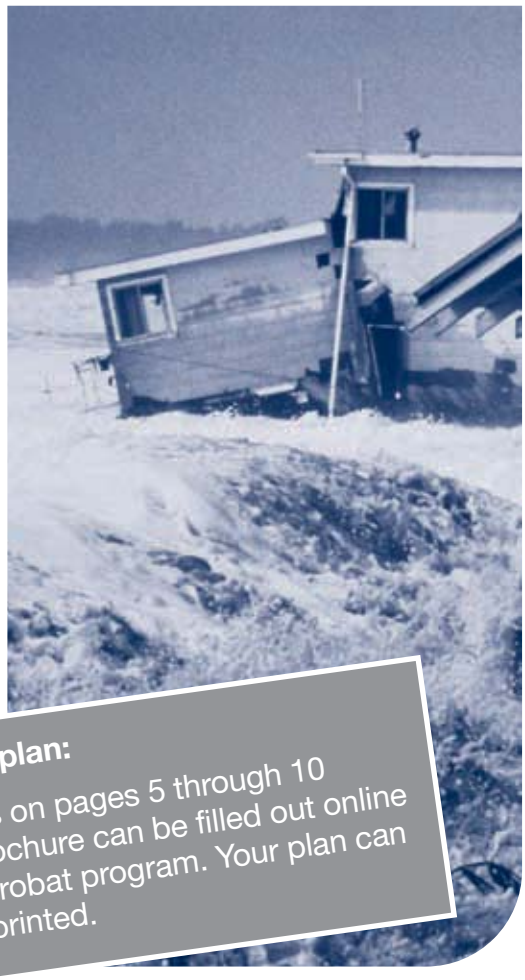
Public Safety and Emergency Preparedness Canada
Sécurité publique et Protection civile Canada

Your emergency preparedness guide

72 hours...

Is your family prepared?





Making a plan:

The forms on pages 5 through 10 of this brochure can be filled out online in this Acrobat program. Your plan can then be printed.

Canada

You should be prepared to take care of yourself and your family for a minimum of 72 hours. If a disaster happens in your community, it may take emergency workers some time to get to you as they help those in desperate need.

By taking a few simple steps today, you can become better prepared to face a range of emergencies – anytime, anywhere. Use this guide to create your own emergency plan. Use the checklists to build a 72-hour emergency kit. These basic steps will help you to take care of yourself and your loved ones during an emergency.

Our partners

This publication was developed in collaboration with:

Canadian Association of Chiefs of Police

Canadian Association of Fire Chiefs

Canadian Red Cross
Croix-Rouge canadienne

St. John Ambulance

The Salvation Army

This publication is also available in multiple formats (audio, Braille, large print and diskette). To order please call:
1 800 O-Canada (1 800 622-6232)
TTY: 1 800 926-9105

ISBN # PS4-26/2005 0-662-69515-1

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Table of contents

Step 1. Know the risks. Know your region. Page 3

Step 2. Make a plan Page 4
Household plan Page 5
Emergency contact information Page 8
Emergency instructions Page 11

Step 3. Prepare a kit Page 12

Resources Page 15

"Emergency preparedness is a shared responsibility. While governments at all levels are working hard to keep Canada safe, individual Canadians also have an important role to play. By taking a few simple steps today, together we are building safer communities for tomorrow."

The Honourable Stockwell Day
Minister of Public Safety

STEP 1

Know the risks. Know your region.

Although the consequences of disasters can be similar, knowing the risks specific to your region can help you prepare yourself better. Across Canada we face a number of hazards, from earthquakes in British Columbia, to blizzards in Nunavut, to hurricanes in New Brunswick. In addition to natural disasters there are other types of risks, such as blackouts, industrial or transportation accidents, and the possibility of acts of terrorism on Canadian soil. We need to prepare for all types of emergencies.

The following list contains natural risks and other hazards. Check off the risks that are most likely in your community.

- ☐ Blackout
- ☐ Blizzard
- ☐ Drought
- ☐ Earthquake
- ☐ Flood
- ☐ Hazardous materials and spills
- ☐ Hurricane
- ☐ Industrial accident
- ☐ Infectious disease outbreak
- ☐ Landslide or avalanche
- ☐ Storm
- ☐ Terrorism
- ☐ Tornado
- ☐ Transportation accident
- ☐ Tsunami or storm surge
- ☐ Wildfire
- ☐ Other_____

To learn more about emergency preparedness, or to order self-help publications on planning for earthquakes, storms, power outages and other risks, call:

1 800 O-Canada (1 800 622-6232)
TTY: 1 800 926-9105
Monday to Friday, 8 a.m. to 8 p.m. local time
Or visit: **www.epweek.ca**

STEP 2

Make a plan

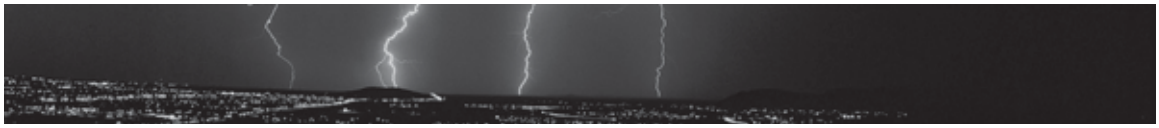
Every Canadian household needs an emergency plan. It will help you and your family know what to do in case of an emergency.

Remember, your family may not be together when a disaster occurs. Plan how to meet or contact one another and discuss what you would do in different situations.

Use the following pages to create your plan. Most of this information can be filled out on your own. You may need to get some information from your municipality.

Keep this document in an easy-to-find, easy-to-remember place (for example, with your emergency kit). You might also want to make a photocopy of this plan and keep it in your car and/or at work.

Safe idea: Learn about first aid. You could save a life.
Along with making emergency plans and preparing an emergency kit, knowing first aid could save a life. Contact your local Canadian Red Cross or St. John Ambulance to find out about first aid courses offered in your area.



Household plan

Escape routes

Plan emergency exits from each room of your home. Try to think of two possibilities for each room. If you live in an apartment, do not plan to use the elevators. Also, identify an escape route from your neighbourhood in case you are ordered to evacuate.

Emergency exits from home:

_____

_____

Escape route from neighbourhood:

_____

_____

Tip: Make sure that everyone in your home knows how to get out quickly. Practice at least once a year with everyone.

Meeting places

Identify a safe place where everyone should meet if they have to leave home during an emergency.

Safe meeting place near home:

_____

_____

Tip: The meeting place should be on the same side of the street as your home. This way you don't need to cross the street into traffic or in front of fire trucks or ambulances during an emergency.

Safe idea: Make copies of important documents
Make copies of birth and marriage certificates, passports, licences, wills, land deeds and insurance. Keep them in a safe place inside your home. As well, keep copies in a safe place outside your home. You might want to put them in a safety deposit box or give them to friends and family who live out of town.

Children

- Ask your children's school or daycare about their emergency policies. Find out how they will communicate with families during an emergency.
- Find out what type of authorization the school or daycare requires to release your children to a designated person if you can't pick them up yourself.
- Make sure the school or daycare has updated contact information for parents, caregivers and designated persons.

Designated person 1: _____ Phone:_____

Designated person 2: _____ Phone:_____

People with special health needs

- Establish a personal support network of friends, relatives, health-care providers, co-workers and neighbours who understand your special needs.
- Write down details about your medical conditions, allergies, surgeries, family medical history, medications, health screenings, recent vaccinations, emergency contacts and insurance information.
- Talk to your doctor about preparing a grab-and-go bag with a two-week supply of medications and medical supplies, if possible. Include prescriptions and medical documents. Remember that pharmacies may be closed for some time, even after an emergency is over.

Health information:

_____

_____

Medications and medical equipment:

_____

_____

Grab-and-go bag location:

_____

Plan for pets

Remember that pets are not allowed in some public shelters or hotels. Plan to take your pets with you to a relative or friend's home, or identify a "pet-friendly" hotel or pet boarding facilities in advance.

Location: _____

Tip: Don't forget to put pet food and water in your emergency kit.

Plan for specific risks

What should you do in case of an earthquake? Flood? Blackout? Write down instructions for the risks that are most likely to occur in your region.

_____

_____

_____

_____

_____

The Government of Canada provides a series of self-help publications on specific emergencies. They can be downloaded at **www.epweek.ca** or ordered free of charge by phoning **1 800 O-Canada (1 800 622-6232) TTY: 1 800 926-9105.**

Neighbourhood safety plan

Work with your neighbours to make sure everyone is taken care of in your neighbourhood. Identify people who might need extra help during an emergency. Assign "block buddies" to take care of each other.

"In the event of an emergency, listen to authorities and follow their directions. Your cooperation will make it easier to help those in need."

Chief Jack Ewatski
President, Canadian Association of Chiefs of Police

Emergency contact information

Photocopy this list. Put a copy close to your telephone. If possible, program these phone numbers into your home phone and cell phone.

Local emergency numbers

Fire, police, ambulance: 9-1-1 (where available)

Other: _____

Non-emergency numbers

Police: _____

Fire: _____

Health clinic: _____

Other contact numbers: _____

_____

Out-of-town contact

Name: _____

Home phone: _____

Work phone: _____

Cell phone: _____

E-mail: _____

Home address: _____

_____

Tips:

- Plan for each family member to call or e-mail the same out-of-town contact person in the event of an emergency.
- Choose an out-of-town contact who lives far enough away that he or she will probably not be affected by the same event.
- If you are new to Canada or don't have an out-of-town contact person, make arrangements through friends, cultural associations or local community organizations.

Family contacts

Family

Name: _____

Home phone: _____

Work phone: _____

Cell phone: _____

E-mail: _____

Home address:

_____

_____

Name: _____

Home phone: _____

School phone: _____

Cell phone: _____

E-mail: _____

School address:

_____

_____

Friend/Neighbour

Name: _____

Home phone: _____

Work phone: _____

Cell phone: _____

E-mail: _____

Home address:

_____

_____

Name: _____

Home phone: _____

Work phone: _____

Cell phone: _____

E-mail: _____

Home address:

_____

_____

Family doctors

Patient's name: _____

Doctor's name: _____ Phone: _____

Patient's name: _____

Doctor's name: _____ Phone: _____

"We're in this together. Every day, emergency workers practice and prepare. What about you? Are you prepared to look after yourself and your loved ones for the first three days?"

Mike Eddy, President and Chief Director
Canadian Association of Fire Chiefs

Safe home instructions

- Make sure you have a working smoke detector and fire extinguisher. If you live in an apartment or are staying in a hotel, know where the fire alarms are located.
- Everyone in your home should know where to find the fire extinguisher. All capable adults and older children should know how to use it.
- Older children and adults should know how to turn off your home's water, electricity and gas. Make large, easy-to-see signs for water and gas shut-offs as well as for the breaker panel or fuse box.
- Teach children how and when to dial 9-1-1. Teach children how to call their out-of-town contact person. Ensure your children know where the emergency kit is located.

Fire extinguisher

Location: _____

Water valve

Location: _____

Shut-off instructions: _____

Utility company phone number: _____

Electrical box

Location: _____

Utility company phone number: _____

Gas valve

Location: _____

Shut-off instructions (only shut off gas when authorities tell you to do so):

_____

Utility company phone number: _____

Floor drain

Location: _____

(always ensure it is clear of boxes, clothes or furniture, in case there is a flood)

Emergency instructions

When to call 9-1-1 (where available)

- Report a fire.
- Report a crime.
- Save a life.

For non-emergency calls, use the seven-digit numbers listed in your local phone book for police, fire and paramedic services.

In case of a major emergency

- Follow your emergency plan.
- Get your emergency kit.
- Make sure you are safe before assisting others.
- Listen to the radio or television for information from authorities. Local officials may advise you to stay where you are. Follow their instructions.
- Stay put until all is safe or until you are ordered to evacuate.

Evacuation orders

Authorities will not ask you to leave your home unless they have reason to believe you are in danger.

- If you are ordered to evacuate, take your emergency kit, essential medications, copies of prescriptions and a cellular phone with you, if you have one.
- If you have time, call or e-mail your out-of-town contact. Tell them where you are going and when you expect to arrive. Once you are safe, let them know. Tell them if any family members have become separated.
- If you have time, leave a note telling others when you left and where you are.
- Shut off water and electricity if officials tell you to.
- Leave natural gas service ‘on’ unless officials tell you to turn it off. (If you turn off the gas, the gas company has to reconnect it. In a major emergency, it could take weeks for a professional to respond. You would be without gas for heating and cooking.)
- Take pets with you.
- Lock your home.

STEP 3

Prepare a kit

In an emergency you will need some basic supplies. You may need to get by without power or tap water. Be prepared to be self-sufficient for at least 72 hours.

You may have some of the items already, such as a flashlight, battery-operated radio, food, water and blankets. The key is to make sure they are organized and easy to find. Would you be able to find your flashlight in the dark?

Make sure your kit is easy to carry. Keep it in a backpack, duffel bag or suitcase with wheels, in an easy-to-reach, accessible place, such as your front hall closet. Make sure everyone in the household knows where the emergency kit is.

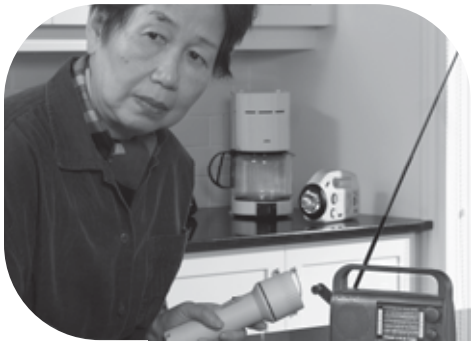
Basic emergency kit

- Water – at least two litres of water per person per day. Include small bottles that can be carried easily in case of an evacuation order
- Food that won't spoil, such as canned food, energy bars and dried foods (remember to replace the food and water once a year)
- Manual can-opener
- Flashlight and batteries
- Candles and matches or lighter (remember to place candles in sturdy containers and to put them out before going to sleep)
- Battery-powered or wind-up radio (and extra batteries)
- First aid kit
- Special items such as prescription medications, infant formula and equipment for people with disabilities
- Extra keys for your car and house
- Some cash in smaller bills, such as $10 bills (travellers cheques are also useful) and change for payphones
- A copy of your emergency plan and contact information

You can also buy a pre-packaged Canadian Red Cross kit at www.redcross.ca. St. John Ambulance and Salvation Army co-branded kits can also be purchased from the following retailers: Zellers, Home Outfitters, Pharma Plus, Canadian Tire, London Drugs, True Value Hardware, V&S, Country Depot, Overwaitea Foods, Save-On-Foods, IGA, MarketPlace IGA, Thrifty Foods, Buy-Low Foods, Nesters Market, G&H Shop 'N Save, Value Drug Mart, Apple Drugs, Rxellence Professional Dispensary, Quality Foods, TSC Stores.

Recommended additional items

- A change of clothing and footwear for each household member
- Sleeping bag or warm blanket for each household member
- A whistle (in case you need to attract attention)
- Garbage bags for personal sanitation
- Toilet paper and other personal care supplies
- Safety gloves
- Basic tools (hammer, pliers, wrench, screwdrivers, fasteners, work gloves)
- Small fuel-driven stove and fuel (follow manufacturer's directions and store properly)
- Two litres of water per person per day for cooking and cleaning.



Tip:
Automated bank machines and their networks may not work during an emergency or blackout. You may have difficulty using debit or credit cards.

Basic car kit

If you have a car, prepare a small kit that stays in the trunk.
The basic kit should include:

- Food that won't spoil (such as energy bars)
- Water
- Blanket
- Extra clothing and shoes
- Candle in a deep can and matches
- First aid kit with seatbelt cutter
- Warning light or road flares
- Small shovel, scraper and snowbrush
- List of contact numbers

Recommended additional items for your car

- Sand, salt or cat litter
- Antifreeze, windshield washer fluid
- Tow rope and jumper cables
- Fire extinguisher
- Roadmaps, whistle and flashlight

Prepare now

Don't wait for an emergency to happen. There are simple things you can do now to prepare yourself and your loved ones. By simply reading this guide, you are well on your way.

Complete this guide one evening this week or during the weekend. Make your plan and prepare your kit.

Write yourself a reminder to update your emergency plan one year from now. On this date next year, review your contact information, practice your emergency evacuation plans and restock the contents of your kit.

National resources

To learn more about emergency preparedness: www.epweek.ca

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1 800 O-Canada (1 800 622-6232) TTY: 1 800 926-9105
Monday to Friday, 8 a.m. to 8 p.m. local time

Environment Canada Weather Office

www.weatheroffice.ec.gc.ca

Check the blue pages in your local phone book under *Weather* for weather reports and forecasting available by phone.

Safe Canada

www.safecanada.ca

Comprehensive federal, provincial, territorial and municipal safety information for all citizens.

Canadian Red Cross

www.redcross.ca

Prepare for Life. Learn how to prevent injuries and to think, react and improvise in emergency situations from a world leader in First Aid and Disaster Preparedness – the Canadian Red Cross.

St. John Ambulance

www.sja.ca

Saving Lives — At work, home and play. As Canada's standard for excellence in first aid and CPR services, St. John Ambulance offers innovative programs and products, ensuring Canadians receive the best quality training and expertise.

Salvation Army

www.SalvationArmy.ca

The Salvation Army brings relief to people around the world through its emergency and disaster services. Ready to deploy its resources at very short notice, our disaster units immediately work to reduce physical harm and help victims regain control of their lives.