

MY HOUSEHOLD EMERGENCY PLAN

ADDRESS: _____

LEGAL LAND DESCRIPTION: _____

RURAL ADDRESS (Blue Sign): _____



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Introduction

Making a Household Emergency Plan is quick and easy and will help you and your family know what to do, where to go, and who to contact in the event of an emergency. Use this template to create your own emergency plan and build a 72-hour emergency kit. These basic steps will help you take care of yourself and your loved ones during an emergency.

Keep a copy of your plan in your 72-hour emergency kit and another copy in an easy to find alternate location.

Brazeau County cannot ensure that by following this template you can avoid bodily injury or property damage. Therefore, we make no warranty, expressed or implied, nor assume any legal liability or responsibility for the accuracy, completeness or usefulness of any information, product or process disclosed and assume no liability for any injury, death or property damage which may occur in connection with any disaster.

Important Contacts

Find the proper emergency contact numbers and note them on the following pages for easy reference. **Be prepared.** In an emergency or disaster your phone may die and as a result, you won't be able to access your contacts. Be sure to include them in the table below so you can refer to them when necessary.

Type of Situation	Who to Contact	Specific Contact Name	Contact Info
Emergencies Fire/Hazardous Material	Fire Department		9-1-1
Medical	Ambulance		
Criminal activity or small scale emergency	Police		
Criminal Activity (non-emergency)	Police (non-emergency)		Phone: Website:
Doctor			Phone: Website:
Dentist			Phone: Website:
Pharmacy			Phone: Website:
Other Health Provider:			Phone: Website:
Other Health Provider:			Phone: Website:
Natural Gas Emergency	Natural Gas Provider		9-1-1 or Phone: Website:
Electrical Emergency	Electricity Provider		Phone: Website:
Property Issue	Landlord/Property Manager		Phone: Website:
Water, Sewer, Other Local Issue	Service Provider		Phone: Website: 780-542-7777
Road Conditions	Brazeau County		780-542-7777
	5-1-1 Alberta		5-1-1 www.511.alberta.ca
Poisoning	Poison Control Centre		1-800-332-1414
Mental Health	Alberta Health Services	Mental Health Helpline Health Link	1-877-303-2642 8-1-1 www.MyHealth.Alberta.ca
Community and Social Services	Community & Social Services Help Line		2-1-1 www.ab.211.ca

Add emergency contact information for each member of your household/family in the table below.

Family Emergency Contact Information	
Name of Family Member	
Work or School Name	
Work or School Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	
Work or School Evacuation Procedure	

Family Emergency Contact Information	
Name of Family Member	
Work or School Name	
Work or School Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	
Work or School Evacuation Procedure	

Family Emergency Contact Information	
Name of Family Member	
Work or School Name	
Work or School Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	
Work or School Evacuation Procedure	

Family Emergency Contact Information	
Name of Family Member	
Work or School Name	
Work or School Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	
Work or School Evacuation Procedure	

Family Emergency Contact Information	
Name of Family Member	
Work or School Name	
Work or School Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	
Work or School Evacuation Procedure	

Family Emergency Contact Information	
Name of Family Member	
Work or School Name	
Work or School Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	
Work or School Evacuation Procedure	

Neighbour Contacts	
Name	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	

Neighbour Contacts	
Name	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	

Block Watch / Neighbourhood Emergency Program	
Name	
Address	
Primary Phone	
Secondary Phone	
Email	
Secondary Email	

Family Message Centre

Appoint a distant or out-of-province contact to act as a central message center for separated family members, make sure everyone in your household knows who this is. Arrange for each person to call, email, or text the out-of-area/province contact if you are separated.

Out of Area Contact	
Name	
Location	
Address	
Primary Phone	
Secondary Phone	
Email	

Out of Area Contact	
Name	
Location	
Address	
Primary Phone	
Secondary Phone	
Email	

Out of Province Contact	
Name	
Location	
Address	
Primary Phone	
Secondary Phone	
Email	

Out of Province Contact	
Name	
Location	
Address	
Primary Phone	
Secondary Phone	
Email	

Emergency Kit

In the event of an emergency, it is important that you and your family are prepared to take care of yourselves for a minimum of 72 hours. Have an Emergency Kit packed and ready to go in case you need to evacuate or shelter-in-place for a period of time.

Your emergency supplies should be stored in waterproof containers that are quick and easy to transport, or in backpacks or duffel bags. Check off these items after you have added them to your Emergency Kit. Ensure important documents are stored in waterproof bags or containers.

You can purchase kits from some major retailers, online, or make your own.

Water	4 litres per person per day: # people x 4 litres x 3 days = _____ litres of water	<input type="checkbox"/>
Food	Non-perishable food that needs minimal preparation (protein bars, canned food, or dry goods etc.)	<input type="checkbox"/>
	Manual can opener	<input type="checkbox"/>
	Garbage bags	<input type="checkbox"/>
First Aid	A basic first aid kit	<input type="checkbox"/>
	Basic medications and prescription medications for all family members	<input type="checkbox"/>
Important Documents <i>store in a waterproof pouch or container</i>	Copy of insurance policies: home, health, vehicle; healthcare cards	<input type="checkbox"/>
	Copy of home inventory	<input type="checkbox"/>
	Copy of Emergency Plan	<input type="checkbox"/>
	Copy of passport and driver's license or identification card	<input type="checkbox"/>
	Copy of birth certificates	<input type="checkbox"/>
	Photos of family members	<input type="checkbox"/>
	Copies of prescriptions	<input type="checkbox"/>
Other Essential Supplies	Flashlight (crank or battery-powered) – Replace batteries once a year	<input type="checkbox"/>
	Extra batteries for battery-powered items	<input type="checkbox"/>
	Radio (crank or battery-powered) – Replace batteries once a year	<input type="checkbox"/>
	An emergency supply of cash	<input type="checkbox"/>
	Long-life emergency candles and lighters or waterproof matches	<input type="checkbox"/>
	Disposable dust masks	<input type="checkbox"/>
	Whistle	<input type="checkbox"/>
	Duct tape	<input type="checkbox"/>
	Paper towel and toilet paper	<input type="checkbox"/>
	Personal hygiene supplies and toiletries including feminine products	<input type="checkbox"/>
	Cellphone/laptop charger and cable	<input type="checkbox"/>
	Household chlorine bleach and/or water purifying tablets	<input type="checkbox"/>
	Alcohol based hand sanitizer (minimum 60% alcohol)	<input type="checkbox"/>
	Non-medical or disposable mask or face covering for each family member	<input type="checkbox"/>
Recommended Additional Items to Consider	Extra clothing and bedding for each family member	<input type="checkbox"/>
	Alternate sources of light (i.e. camping lanterns)	<input type="checkbox"/>
	Basic tools (hammer, pliers, wrench, screwdrivers, axe, work gloves, pocket knife etc.); multi-function tool	<input type="checkbox"/>
	Plastic wrap, aluminum foil, mixing bowls, plates, cutlery and cups	<input type="checkbox"/>
	Storage containers	<input type="checkbox"/>
	Cooking utensils and a pot for cooking	<input type="checkbox"/>

Special Medical Supplies /Equipment <i>Example: For diabetics extra supply of insulin or oral agent, pump supplies, syringes, needles and insulin pens, ice packs etc.</i>		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
Child / Infant Kit	Formula, baby food or other age-appropriate foods	<input type="checkbox"/>
	Pedialyte and/or juice	<input type="checkbox"/>
	Toys and activities	<input type="checkbox"/>
	Diapers/baby wipes and other hygiene supplies	<input type="checkbox"/>
Pet Kit	Leash and harness	<input type="checkbox"/>
	Food and water for at least 72 hours and up to 14 days (4L per day per average dog)	<input type="checkbox"/>
	Pet medications	<input type="checkbox"/>
	Bedding and toys	<input type="checkbox"/>
	Pet hygiene supplies such as newspaper, training pads, litter, etc.	<input type="checkbox"/>
	Copies of vaccine/medical records, ID tags, veterinarian contact information, photo of pet	<input type="checkbox"/>
	Portable kennel or carrier	<input type="checkbox"/>
Vehicle Emergency Kit	Long-life emergency candle in a deep can and waterproof matches	<input type="checkbox"/>
	Blanket or sleeping bag, reflective if possible	<input type="checkbox"/>
	Flashlight (crank or battery-powered)	<input type="checkbox"/>
	A copy of your Emergency Plan	<input type="checkbox"/>
	Extra clothing and shoes	<input type="checkbox"/>
	First aid kit	<input type="checkbox"/>
	Food that won't spoil (i.e. energy bars, trail mix)	<input type="checkbox"/>
	Water – 4 litre supply	<input type="checkbox"/>
	Radio (crank or battery-powered – Replace batteries once a year)	<input type="checkbox"/>
	Whistle	<input type="checkbox"/>
	Warning lights or road flares	<input type="checkbox"/>
	Tow rope and jumper cables	<input type="checkbox"/>
	Fire extinguisher	<input type="checkbox"/>
	Ice scraper and small snow shovel	<input type="checkbox"/>
	Kitty litter (non-clumping) – place under tires for traction	<input type="checkbox"/>
	Multi-function tool	<input type="checkbox"/>
	Cell phone charging cord	<input type="checkbox"/>
Toys, games, or books	<input type="checkbox"/>	

Emergency Kit Maintenance Checklist

Check the contents of your kit every six months. Look for expired food, water and medications, and replace them as necessary. Check for expired batteries and replace those as needed and switch out the clothing depending on the season. In addition to your Emergency Kit, check and restock your Vehicle Kit and Pet Kit if required, based on your personal situation.

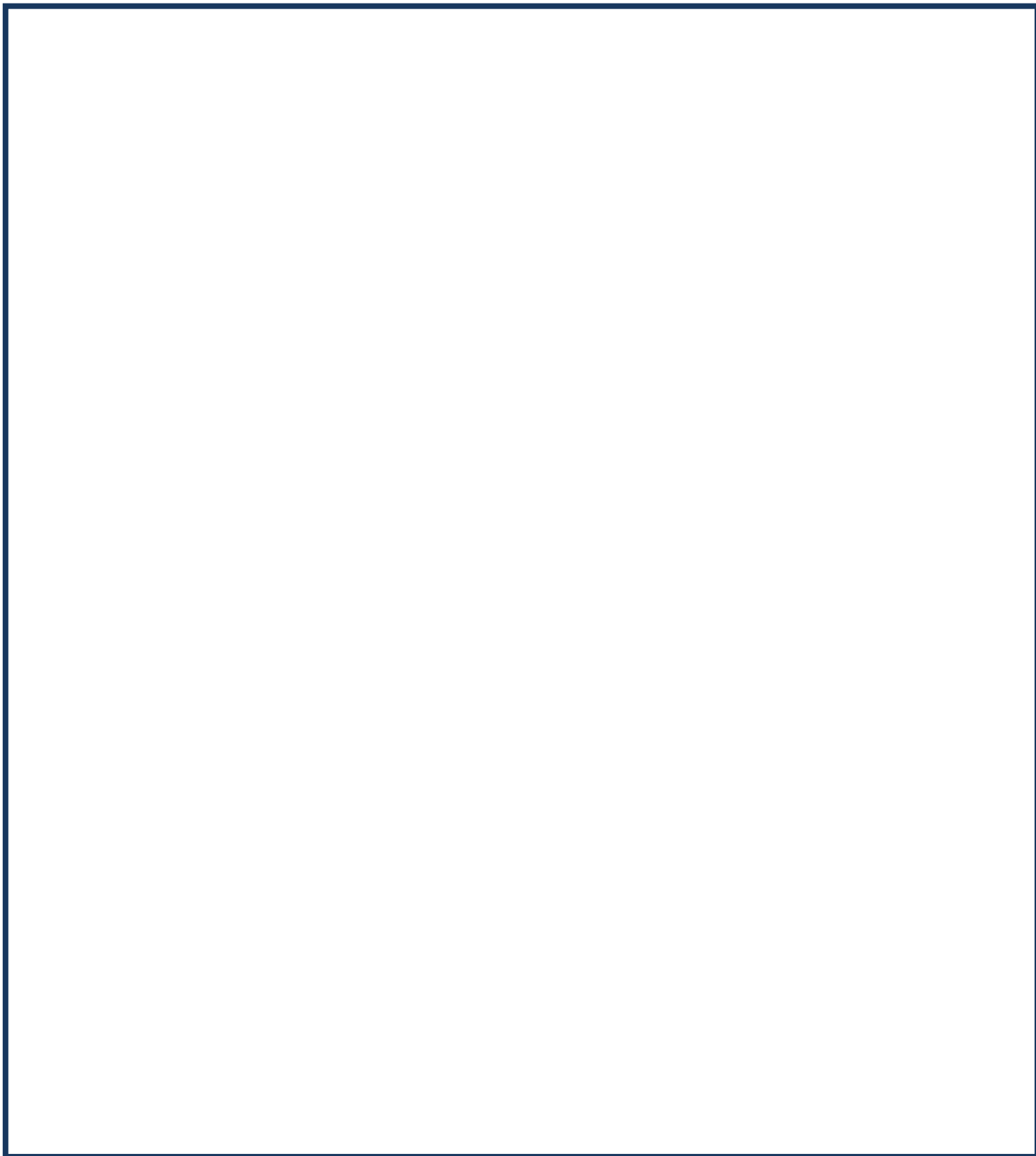
Schedule your kit maintenance twice a year in the spring and fall. Consider the same time as you change your clocks for the time change. Each year, update your Emergency Plan and print new copies for your Emergency Kit, vehicle and workplace.

Year: 20__		
Spring Time Change	Water	<input type="checkbox"/>
	Food	<input type="checkbox"/>
	First Aid	<input type="checkbox"/>
	Other	<input type="checkbox"/>
	Pet Kit	<input type="checkbox"/>
	Vehicle	<input type="checkbox"/>
Fall Time Change	Water	<input type="checkbox"/>
	Food	<input type="checkbox"/>
	First Aid	<input type="checkbox"/>
	Other	<input type="checkbox"/>
	Pet Kit	<input type="checkbox"/>
	Vehicle	<input type="checkbox"/>

Year: 20__		
Spring Time Change	Water	<input type="checkbox"/>
	Food	<input type="checkbox"/>
	First Aid	<input type="checkbox"/>
	Other	<input type="checkbox"/>
	Pet Kit	<input type="checkbox"/>
	Vehicle	<input type="checkbox"/>
Fall Time Change	Water	<input type="checkbox"/>
	Food	<input type="checkbox"/>
	First Aid	<input type="checkbox"/>
	Other	<input type="checkbox"/>
	Pet Kit	<input type="checkbox"/>
	Vehicle	<input type="checkbox"/>

Emergency Exits

Use the space below to draw the floorplan of your home that shows all possible exits from each room. Identify a main exit route and an alternate exit route from each room. If you live in an apartment building, identify the building exits. Plan to use the stairs instead of elevators.

A large, empty rectangular box with a dark blue border, intended for drawing a floorplan of a home. The box is completely blank, providing space for the user to sketch rooms, doors, windows, and exit routes.

Roles and Responsibilities

Everyone in your household should know where to find your Emergency Kits, and everyone should be aware of their roles and responsibilities in an emergency or disaster. Consider who will pick up children and who is responsible for pets etc. Know your children's school's/daycare's emergency plans and policies and how they will contact families in an emergency. Have more than one designated person pre-approved and authorized by schools/daycares to pick up children.

If you are new to Canada or have recently moved to a new area, make arrangements through friends, cultural associations or community organizations.

Household Member	Roles	Responsibilities

Pet Emergency Plan

Pets may not be allowed in some emergency reception centers and hotels. Identify alternate locations below where your pet can be cared for in an emergency, such as a friend or relative, boarding facility or pet-friendly hotel both in your area and further away from home.

Veterinarian Contact Information	
Name	
Address	
Phone	
After-hours Phone	
Email	

Pet Friendly Hotel	
Name	
Address	
Phone	
Email	

Pet Friendly Hotel	
Name	
Address	
Phone	
Email	

Pet Care Provider	
Name	
Address	
Phone	
Email	

Pet Care Provider	
Name	
Address	
Phone	
Email	

Special needs or care information:
