



Disasters can occur without warning, leaving little or no time for you and your family to plan. Local officials and relief workers will be on the scene after a disaster, but they cannot reach everyone right away. It is, therefore, your responsibility to be prepared before a disaster occurs. Petschauer Insurance has provided this checklist to help prepare you for a disaster.

**HAVE A PLAN.** The most important thing you and your family can do is have a plan. Identify the types of events and emergencies that could affect your home. Sit down with your family and decide how you will contact each other, where you will go, and what you will do to respond to a variety of disasters. Pay special consideration to babies, small children, and elderly family members. Include your pets in your plan.

## 1 PREPARE YOUR FAMILY

- UPDATE YOUR CONTACT INFORMATION.** Prepare phone and email lists with all of your family members and keep near every telephone. Include alternate contacts, such as neighbors and extended family members in case your children are unable to contact you. Fill out information cards and give one to each member of your family. Make sure your children know who to call in the event of a disaster.
- PROTECT YOUR RECORDS.** Store important records at home and in other safe locations. Records may include your family's emergency plan, insurance policies, marriage and birth certificates, passports, social security information, and bank records. Place documents in a waterproof and fireproof container. Make sure the information is backed up and stored on your home computer.
- AGREE ON A PLAN.** Depending on the nature of the disaster, the first decision you will need to make is whether you should return home or go to another location. Plan for both possibilities. Watch TV, listen to the radio, and check the Internet often for information or official instructions. If you are specifically told to evacuate or seek medical treatment, do so immediately.
- DESIGNATE A SAFE MEETING LOCATION.** Agree on a secure place in your home for you and your loved ones to gather if a disaster occurs. Choose an interior room or one with as few windows and doors as possible. Consider pre-cutting plastic sheeting to seal windows, doors, and air vents, and label each piece with the location of where it fits..
- SHARE YOUR EMERGENCY CONTACT INFORMATION.** In advance, determine how your family will reach each other and other emergency contacts in the event of a disaster. Immediately following a disaster, change your answering machine or voice message box to include your emergency contact and forwarding information. If you are displaced for an extended period of time, arrange for the mail system to forward your mail to this temporary location.
- TEST YOUR PLAN.** Practice your disaster plan with your family and revise it every year.

## 2 GET EDUCATED AND INVOLVED

- EDUCATE YOUR FAMILY.** Research and provide your loved ones with the basics on disaster preparedness, such as personal and family protection and response strategies. Visit [www.fema.gov/areyouready](http://www.fema.gov/areyouready) or [www.ibhs.org](http://www.ibhs.org).
- UNDERSTAND YOUR COVERAGE.** Take the time to re-read your life, home, and flood insurance policies to understand how your family is covered and what additional coverage you still may need. Feel free to contact Petschauer Insurance to discuss your policies.
- GET INVOLVED.** Attend community education and training seminars such as CPR, fire safety and other basic life saving trainings. Encourage family to volunteer after a disaster with local relief associations (churches, schools, local Red Cross Chapters, etc.).
- COLLABORATE WITH YOUR COMMUNITY.** Share information with other families in your community, organizations, and associations to improve community response efforts.

## 3 BE READY WITH THE RIGHT EMERGENCY SUPPLIES

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| <input type="checkbox"/> Anti-diarrhea medication  | <input type="checkbox"/> Dry cereal or granola          | <input type="checkbox"/> Powdered milk            | <input type="checkbox"/> Batteries             |
| <input type="checkbox"/> Flashlight                | <input type="checkbox"/> Prescription medicines         | <input type="checkbox"/> Blanket/Sleeping bags    | <input type="checkbox"/> Protein or fruit bars |
| <input type="checkbox"/> Fluids with electrolytes  | <input type="checkbox"/> Bottled water                  | <input type="checkbox"/> Ready-to-eat canned food | <input type="checkbox"/> Garbage bags          |
| <input type="checkbox"/> Manual can opener         | <input type="checkbox"/> Canned juices                  | (meats, fish, fruits, beans)                      | <input type="checkbox"/> Soap and water        |
| <input type="checkbox"/> Baby food and formula     | <input type="checkbox"/> Medicines for fever            | <input type="checkbox"/> Non-perishable foods     | <input type="checkbox"/> Thermometer           |
| <input type="checkbox"/> Peanut butter and/or nuts | <input type="checkbox"/> Tissues, toilet paper, diapers | <input type="checkbox"/> Crackers                 | <input type="checkbox"/> Pet food              |
| <input type="checkbox"/> Vitamins                  | <input type="checkbox"/> Portable radio                 | <input type="checkbox"/> Dried Fruit              | <input type="checkbox"/> Whistle               |