



# MAKING A FAMILY EMERGENCY PLAN

One of the most important tools you and your family can have to protect yourself in possible emergencies is a family emergency plan. It is important that you plan ahead as a family for all types of emergencies and responses. Everyone in the family should understand what to do, where to go and what to take in the event of an emergency.



## ***Be Informed***

- Find out what disasters are most likely to happen in your area and the history of their occurrence.
- Stay informed of any specific instructions or information you may need to know regarding these specific disasters.

## ***Establish an Evacuation Procedure***

- Know your installation's evacuation plan.
- As a family, discuss where you will go in the event of an emergency.
- Discuss where your children will go if they are in school at the time of the emergency, and make sure they understand where you will intend to be.
- Be aware that in the event of an emergency, phone lines and cell phone towers may be out. It may be necessary to have a contingency plan for reaching each other. Consider using text messaging if normal communication options are not available.
- Plan how you will evacuate family members with special needs.
- Include pets in your family plan.

## ***Develop a Family Communications Procedure***

- Develop a comprehensive procedure as a family for communicating in the event that you are separated during an emergency.
- Create a sheet or card with all the phone numbers and information every individual in the family may need, including an in-case-of-emergency (ICE) name and number.
- Make sure every member of the family has a copy of the communications procedure.
- Save the ICE information in everyone's cell phone.
- Be aware that in the event of an emergency, phone lines and cell phone towers may be out. It may be necessary to have a contingency plan for reaching each other.



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## ***Practice Your Plan***

- Set up practice evacuations or shelter-in-place drills for your family to ensure everyone knows what to do and where to go in the event of an emergency.
- Keep your emergency supply kit up to date, replacing water and perishables periodically. Make sure everyone knows where it is and to take it when sheltering or evacuating.
- Check your smoke alarms regularly.

## ***Where to Find Additional Information***

- Federal Emergency Management Agency (FEMA)—
  - <https://www.ready.gov/make-a-plan>
  - <https://www.ready.gov/kids/make-a-plan>
- Family Communication Plan for Parents and Kids
  - <https://www.fema.gov/media-library/assets/documents/34330>
- Family Emergency Communication Plan
  - <https://www.fema.gov/media-library/assets/documents/108887>
- American Red Cross—
  - <http://www.redcross.org/prepare/location/home-family/plan>
- Ready Army—[www.ready.army.mil](http://www.ready.army.mil)

**It's up to you. Prepare strong. Get an emergency supply kit with enough supplies for at least three days, make an emergency plan with your family and be informed about what might happen.**

