

## Emergency Information

Your family may not be together when disaster strikes, so plan how you will contact one another and review what you will do in different situations.

Be sure each person knows the phone number to call the emergency contact.

Each family member should carry a copy of this information.

| Family Communications Plan                   |  |
|--|--|
| Contact Name:                                |  |
| Telephone:                                   |  |
| Out-of Town Contact:                         |  |
| Telephone:                                   |  |
| Neighborhood Meeting Place:                  |  |
| Meeting Place Telephone:                     |  |
| Other Important Phone Numbers & Information: |  |
|  |  |
|  |  |

# Shelter in Place



**What to do  
if a dangerous chemical  
is spilled or released in your  
neighborhood or community**

**Municipality of Anchorage  
Office of Emergency Management**

# Shelter in Place

Once again, the steps for Shelter in Place are:

- ◆ **Go inside immediately**
- ◆ **Close and lock all windows and exterior doors**
- ◆ **Turn off heaters and air conditioners and close fireplace dampers**
- ◆ **Seal all shelter doors and windows**
- ◆ **Cover your nose and mouth with a wet cloth if necessary**
- ◆ **Listen to your radio or TV**
- ◆ **Wait for the all clear signal before you move outside**

# What to do if You are Not at Home

If you are not at home and a hazardous chemical emergency should occur where you are, follow the same steps that are appropriate to take **shelter in place**. Follow them at your office, a shopping mall or at a school.

If you are in your car and unable to get to shelter, stop, turn the engine off and make sure all outside vents, windows and doors are closed. If possible, seal all air vents with duct tape. Listen to the radio for further instructions. Stay where you are until it is safe to be back on the road. Never attempt to drive through a gas cloud.



If you are outside when you detect an emergency, cover your nose and mouth with a handkerchief or cloth. Remember that the chemical is moving with the wind. You should move crosswind with the wind at your side. Don't walk into it or with it!

Find shelter as soon as possible. Go inside. Stay inside. And follow the **shelter in place** procedure.

Whether it's a fire, an earthquake or a hazardous chemical emergency, we all hope these disasters do not happen. Unfortunately, they sometimes do. What is important is that we all be aware and prepare.

# Shelter in Place



**Municipality of Anchorage  
Office of Emergency Management**

**Anchorage Citizen Corps Program**

**PO Box 196650  
Anchorage Alaska 99519-6650**

**907-343-1401**

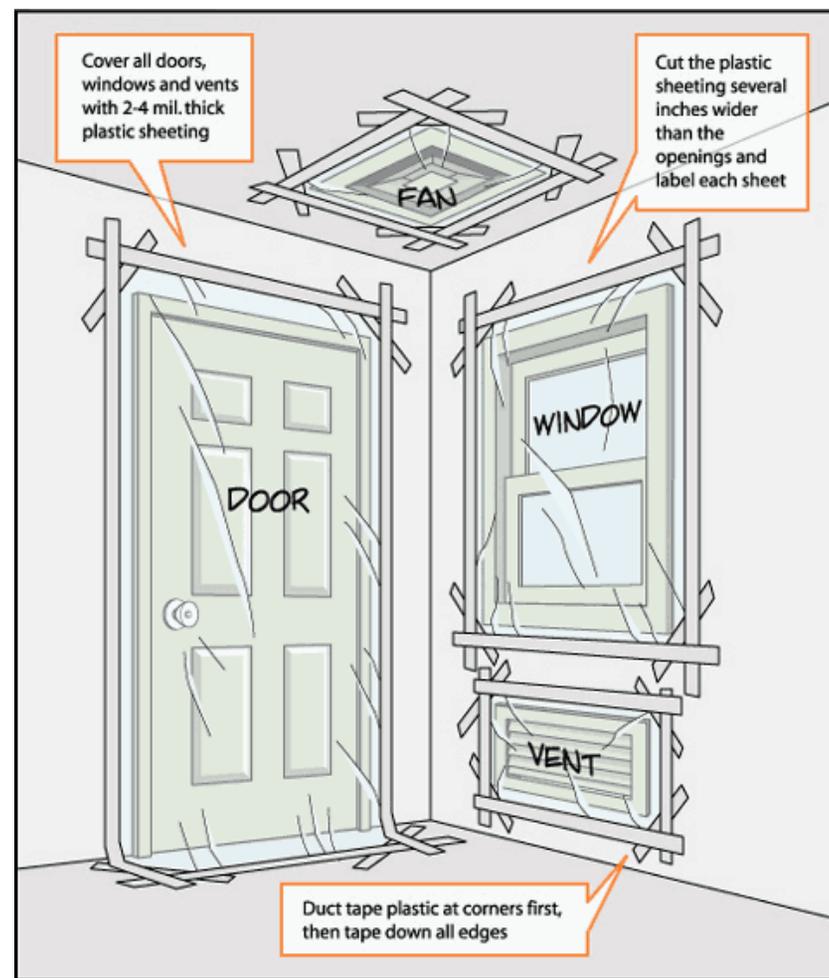
# Shelter in Place

This brochure is all about going inside. It is what you need to do if a dangerous chemical is accidentally or intentionally released in your community. It is about a very important subject known as **Shelter In Place**.

In today's world we make, move and use products created from chemicals that can be hazardous to humans. There is always a possibility that a hazardous chemical could be spilled during a train derailment or highway collision or released during a manufacturing accident or a chemical attack.

A hazardous chemical can be a solid, a liquid or a gas. It can be very dangerous, even though you may or may not be able to see or smell anything unusual.

**Shelter in place** is intended to be used as short-term protection from airborne chemical or biological threats.



# Learn How to Take Action for Your Family

So far you've received information to help you prepare for a hazardous chemical emergency. Now let's turn our attention to what to do in the remote chance such an emergency happens in your community.

**First, take action. Immediately go inside.** Remember to bring your pets in also. Then shut off heaters and air conditioners and make sure all fireplace dampers are closed. You do not want the outside air to be pulled into your house. Then go to the area you've chosen as your **shelter in place**.

**Close all doors, windows, vents and any other openings to the outside.** Insure that all the openings are sealed air tight with duct tape, plastic sheeting or wet towels (see picture on opposite page). If you think chemicals are still leaking into your home, cover your nose and mouth with a wet cloth or towel.

**Next, tune into your local news radio or TV station** to learn more about the emergency. Do not leave unless you are asked to do so.

During any emergency it is important to stay off the phone. Do not tie up regular or cellular phone lines needed by the fire or police department

Only call 911 if there is an injury or other immediate emergency. Do not call 911 for information on the status of the emergency.



**How will you know if there is a hazardous chemical emergency?** Most often, you will be notified by the local authorities. However, you should take action if you notice any of the following:

- ◆ **An unusual smell or sound, such as an explosion**
- ◆ **Visible smoke, fire or a vapor cloud**
- ◆ **Skin or eye irritation**
- ◆ **Breathing difficulty**

**Your home can be a safe haven during an emergency. Upfront preparations are the key to your safety. Learn how you can be aware and prepare.**



**The best thing you can do is stay inside and listen to the radio or TV as the emergency is monitored by local officials.**

# Be Aware and Prepare – For Any Emergency

Everyone should have a family emergency plan in the event of a fire, earthquake or any other kind of emergency. Include in the plan the steps you will take to protect yourself and your family. Then review the plan periodically and conduct emergency drills.

Also, put together a disaster supply kit. There are many publications available that list items to include in your kit. Keep an updated emergency checklist in all kits that includes phone numbers for a doctor, the closest emergency room, fire and police. Note which local radio stations and TV channels carry frequent news broadcasts or emergency information.

For more information on emergency kits and plans, contact the MOA Office of Emergency Management or the American Red Cross of Alaska.

## How to Shelter in Place

**Shelter in place** is a precaution aimed to keep you safe while remaining indoors. (This is not the same as going to a shelter in case of a storm.)

Shelter in place means selecting a small, interior room above ground level, with no or few windows, and taking refuge there. It does not mean sealing off your entire home.

For chemical events, an above ground location is preferable because some chemicals are heavier than air and may seep into basements even if the windows are closed.

## Your Shelter in Place Kit

A shelter in place kit, meant especially for short duration (usually a few hours or less) should be stored in your shelter room or in a place you can get to quickly and easily. Make sure your shelter in place kit includes the following:

- duct tape
- scissors
- plastic sheeting for windows
- towels (for vents and under doors)
- snacks that will keep without refrigeration
- drinking water (1 gallon per person)
- toilet supplies and any necessary medications
- a battery operated radio with extra batteries
- flashlight with extra batteries
- list of emergency contact numbers.

When the emergency is over, listen to your radio for the all clear announcement. At that time you can open windows and doors to let in fresh air and move your family outside.

