

Family/Personal Emergency Plan

All families and individuals should have a plan in case of an emergency. Before an emergency occurs, meet with your family to develop this plan. Decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit(s) or other safe place. Share the completed plan with those who need to know. Meet with household members every 6 months or as needs change to update household plan.

General Information				
Household Address:				
Home Phone:			Date:	
Family Members				
Name	Date of Birth	S.S. #	Important Medical Information	
Family Member Contact Information				
Name	Cell Phone	Email	Other	
Work/School/Daycare Locations				
Name	Address	Phone	Email	Evacuation Location
Other Places Frequented				
Name	Address	Phone	Email	Evacuation Location

Pet Information			
Name	Type	Color	Registration #

Out-of-Town Contact Information			
Name	Home Phone	Cell Phone	Email

Additional Family/Friend Contact Information			
Name	Cell Phone	Email	Other

Important Information			
	Name	Phone	Policy/Member #:
Doctor:			
Pharmacist:			
Medical Insurance:			
Homeowners/Rental Insurance:			
Vet/Kennel:			
Other:			

If you are unable to contact your family and friends after a disaster, let them know you are okay by registering at the American Red Cross "Safe and Well" at <https://safeandwell.communityos.org/cms/> or by calling 1-800-733-2767.

Plan of Action

1. The disasters most likely to affect our household are:

2. What are the escape routes from our home?

3. Neighborhood Meeting Place (If separated during an emergency, what is our meeting place near our home?):

4. Regional Meeting Place (If we cannot return home or are asked to evacuate, what is our meeting place outside of our neighborhood?):

- **What is our route to get there and an alternate route, if the first route is impassible?**

5. Our plan for people in our household with a disability or special need is:

6. During certain emergencies local authorities may direct us to “shelter-in-place” in our home. An accessible, safe room where we can go, seal windows, vents and doors and listen to emergency broadcasts for instructions, is:

Family Member Responsibilities in the Event of a Disaster

Task	Description	Family Member Responsible
Get the disaster kit	Take the disaster kit if evacuation is necessary.	
Assist senior(s)/person(s) with functional and access needs	Help family members/friends who need assistance during an emergency and/or evacuation.	
Assist pet(s)	Evacuate pet(s) and take the pet disaster kit if evacuation is necessary.	
Stay informed	Maintain access to NOAA or local radio, TV, email or text alerts for important and current information about disasters.	

Directions:

- Fill in your emergency contact information.
- Print out a card for every member of your household.
- Carry this card with you for reference in the event of a disaster.

Emergency Plan	Emergency Plan
Emergency Contact Name:	Other Important Information:
Telephone:	
Out-of-Town Contact Name:	
Telephone:	
Neighborhood Meeting Place:	
Telephone:	
Regional Meeting Place:	
Telephone:	
Emergency Plan	Emergency Plan
Emergency Contact Name:	Other Important Information:
Telephone:	
Out-of-Town Contact Name:	
Telephone:	
Neighborhood Meeting Place:	
Telephone:	
Regional Meeting Place:	
Telephone:	
Emergency Plan	Emergency Plan
Emergency Contact Name:	Other Important Information:
Telephone:	
Out-of-Town Contact Name:	
Telephone:	
Neighborhood Meeting Place:	
Telephone:	
Regional Meeting Place:	
Telephone:	
Emergency Plan	Emergency Plan
Emergency Contact Name:	Other Important Information:
Telephone:	
Out-of-Town Contact Name:	
Telephone:	
Neighborhood Meeting Place:	
Telephone:	
Regional Meeting Place:	
Telephone:	