

Disaster Preparedness Checklist

Clothing

- Hat
- Change of clothing
- Extra socks and underwear
- Weather appropriate clothing (cold weather, rain gear/poncho, etc.)
- Sunglasses
- Sturdy work shoes or boots
- Protective goggles
- Leather work gloves
- Shower shoes or sandals
- Towel
- Wash cloth
- Tennis shoes
- Belt
- Earplugs
- Bandana
- Backpack

Cooking

- Can opener (non-electric)
- Heavy-duty aluminum foil
- Camping stove with spare fuel (caution: never use inside a building or confined space; make sure there are no gas leaks; and never use charcoal indoors)
- Camping table
- Ice chest
- Matches in water proof container (one box of water proof matches)
- Gas lighter stick
- Sterno (canned fire gel)
- Pots and pans
- Hot pot pad (holder)
- Plates, cups, knives, forks, spoons (disposable)
- Utensils
- Paper towels
- Resealable plastic bags (quart and gallon size)
- Plastic storage containers
- Disinfectant wipes
- Latex or non-latex (if allergic to latex) gloves
- Three 5-gallon plastic buckets (soap rinse/bleach rinse/water rinse)
- Sponges
- Dish towels
- Dish scrubber
- Dish soap
- Bleach
- Clothes pins
- Tooth picks

Essential Documents

- Cash and coins to use for at least two weeks (small bills: ones, fives, and tens) (banks could be closed and ATMs may not work due to damage or no electricity)
- Credit cards phone numbers and account #'s
- A photocopy of your credit cards
- A photocopy of important items in your wallet
- Fire insurance documents
- Car insurance documents
- Life insurance documents
- Medical and Dental insurance documents
- Property insurance documents
- Pink slips (Ownership Title) for vehicles owned
- Titles/deeds to property owned
- Diplomas and important certificates
- Rental agreements
- Court orders and legal documents
- Mortgage documents and loan papers
- Last 7 years of Federal and State Tax Returns
- Wills, living trusts, deeds documents
- Stocks, bonds and investments documents
- Retirement and pension plan documents
- Phone numbers to all your utilities companies (water/gas/electricity/phone)
- Phone numbers to your banks with account #'s
- Phone numbers to all your extra services such as cell phones, cable/satellite TV, internet providers (you may need to cancel or apply for refunds due to lack of service)
- Keep a back-up copy of all important computer files/records on a memory stick
- Copy of your driver license and/or government issued identification card (for everyone in your family)
- Copy of social security card (for everyone in your family)
- Copy of passports (for everyone in your family)
- Copy of medical and dental insurance cards
- Copy of immunization records (for everyone in your family)
- Copy of birth/marriage/divorce/death/adoption certificates
- Photos of family members and pets for identification purposes
- List of allergies for each member in your family (medications, food, insects, etc.)
- Disposable camera
- Inventory of household goods with pictures
- Video tape of household items and of home

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Pets

- Food (have a minimum of 14-day supply)
- Water (one gallon/day, 14-day supply)
- Restraint (leash or carrier) to secure and transport your pets
- Ensure vaccinations are current and have veterinarian records on hand
- Ensure pets have proper ID (dog tags) with their name, your name, address, and phone number
- Have a current photo of your pets in case they get lost
- Medicine if required (have a minimum of 30-day supply)
- Pet toy
- Note: Most human evacuation centers/shelters do not allow animals or pets so you need to identify shelters for your pets before a disaster happens

Sanitation

- Toilet paper
- Sanitation/disinfectant wipes (moistened towelettes)
- Waterless disinfectant soap
- Anti-bacterial hand soap/cleaner
- Bar soap and liquid detergent
- Regular liquid chlorine bleach (5.25% sodium hypochlorite)
- Plastic garbage bags with ties (heavy duty)
- Plastic bucket with tight lid (have plastic bags that can line bucket)
- Latex or non-latex (if allergic to latex) gloves
- Shovel
- Portable tent shower
- Solar bags (5 gallons for heating water – cleaning and/or showering)

First Aid

- First aid kit
- First aid book
- Medicine dropper (eye dropper)
- Rubbing alcohol
- Germicidal hand wipes or waterless alcohol-based hand sanitizer
- Hydrogen peroxide
- Regular bandages (for minor cuts)
- Sterile bandages (different sizes)
- Ace bandages
- Adhesive tape 1” & 2” width (Transpore)
- Coban tape roll
- Splinting material
- Tissues
- Antiseptic/antibacterial ointments or creams
- Gauze/dressings (Kerlex rolls, 2x2, 4x4, pads)
- Cotton-tipped swabs
- Cold pack
- Tongue depressor blades or popsicle sticks
- Latex or non-latex (if allergic to latex) gloves
- Scissors
- Tweezers
- Finger nail clippers
- Nail file
- Assorted sizes of safety pins
- Thermometer
- Pocket knife
- Needles (for removing splinters)
- Triangle bandage with safety pins (36” x 36” x 51”)
- Tube of petroleum jelly or other sterile lubricant
- Sunscreen
- CPR breathing barrier such as a face shield
- Aspirin and non-aspirin pain reliever (Tylenol, Advil)
- Benadryl or an allergy relief medicine
- Anti-diarrhea medication
- Antacid medications for upset stomach
- Laxative
- Bee sting kit (Epi Pen, if allergic to bees)
- Snake bite kit with extractor
- Plan for the most common injuries or conditions: control bleeding, removing splinters, splint fractures & dislocations, clean & cover cuts, diarrhea & constipation, headaches, insect/animal bites, and allergy relief.

Disaster Preparedness Checklist

Food

- Food – (minimum 14-day supply)
- Write out a menu for each day for planning purposes
- Ice chests
- Can meat, chicken, fish, beans, soups, vegetables, fruit, and juices
- Shelf milk (comes in boxes and does not need refrigeration)
- Energy bars
- Low-sodium crackers
- Cereals
- Nuts
- Granola bars
- Trail mix
- Dehydrated fruit and meat (beef jerky)
- Vitamins
- Powdered drinks like milk, orange juice, and lemonade
- Bottled fruit drinks and juices
- Peanut butter
- Jelly
- Honey
- MRE (Meals Ready to Eat)

Notes:

- Store foods that are familiar
- Consider any dietary restrictions, preferences, and requirements you may have (for example: infants need baby food and formula)
- Mark a rotation date on the food containers
- Store in airtight, pest-resistant containers in a cool dark place
- Ideal disaster foods are shelf stable (no refrigeration required), low in salt, do not require cooking, high in fiber (cereals and nuts), nutritious and balanced vs. junk foods, and contain water or liquid
- Most canned foods can be stored for at least 18 months
- Dry products use within six months
- After power outage, keep refrigerator door closed and consume within four hours and freezer foods can remain safe for 24-48 hours

Water

- Water – 1 gallon per person & pet per day for drinking purposes (minimum 14-day supply) (up to 3 gallons per person per day if you want to include cooking and sanitation)
- A copy of the **“Water Usage Chart For Disaster Planning”**
- Water purification kit
- Paper coffee filters or cheese cloth (for filtering water)
- Eye droppers for adding bleach (keep it for this purpose only)
- Regular liquid chlorine bleach (5.25% sodium hypochlorite)
- Portable water bottles for carrying on you (quart size)
- Portable water containers (1 gallon to 5 gallon sizes - water weighs 8+ pounds/gallon)
- 5-gallon collapsible water container
- Water storage containers (15 gallon to 55 gallon sizes – for bulk storage: may need pump and barrel wrench depending on the type and size of container)
- Store water in a cool dry dark location in a sturdy plastic opaque container designed for water storage
- Strain out any sediments or particles from the water by pouring it through several layers of coffee filters or cheese cloth
- Purification of water with bleach refer to the **“Water Usage Chart For Disaster Planning”**
- Another method to purify water is to boil it for 5-10 minutes
- The water heater is a good source of stored water (should flush it out annually and secured it to the wall studs with metal straps)



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Shelter

- Blankets and/or sleeping bags and pillow
- Cots or camping mat to sleep on
- Regular tent (with stakes)
- Tube tent
- Rope
- Portable lighting (lanterns: gas/battery operated)
- Light sticks
- Chairs (camping/folding)
- Camping table
- Plastic sheeting/tarps
- Umbrella
- EZ-Up for shading
- Shade netting
- Zip ties (assorted sizes)
- Clamps
- Duct tape
- Hammer and nails (8 & 16 penny size)
- Heavy duty staple gun with staples

Special Needs Individuals (infants/elderly/physically disabled/special medical needs)

- Baby supplies: formula, powered milk, bottles, pacifier, baby soap, baby powder, diaper rash crème, medicines, clothing, blankets, baby wipes, disposable diapers, canned foods, and juices
- Special supplies and equipment for “special needs people”
- Medications (some may need refrigeration)
- Blind or visually impaired (Seeing Eye dogs, walking stick, or lack of mobility)
- Hearing impaired (extra batteries for hearing aids)
- Mobility impaired (wheelchairs, walking aids, batteries for electric chairs, etc.)
- Special diet requirements
- Specialized medical equipment (oxygen, pumps, catheters, dialysis, etc.)
- Elderly (may not drive and need help during evacuation)
- Non-English speakers (may not understand directions or warnings and act confused)
- Single parent families (children may need help if parent is separated from them)
- Families without vehicles (may need help during evacuation)

Personal

- Essential medications (prescription drugs & over the counter medicines for adults/children/infants)
- A copy of prescriptions such as for medications, eye glasses, and hearing aids
- Extra pair of eyeglasses (sunglasses) if required to wear eyeglasses
- Contact lenses and supplies if applicable
- Denture supplies if applicable
- Extra batteries for hearing aids if applicable
- Feminine supplies
- Personal hygiene items
- Multi vitamins
- Toothpaste, toothbrushes, and floss
- Bathing towel
- Wash cloth
- Sunscreen
- Insect repellent
- Mirror
- Chapstick
- Games (cards or board type) and book to read
- Favorite toys and games for children & pets
- Paper and pencils/pens
- Permanent marker
- Back pack/day pack
- Butt/fanny pack
- Whistle
- Put together a “Grab & Go Bag” for every family member to include pets (5 minutes to evacuate)
- Learn CPR and First Aid

Disaster Preparedness Checklist

Tools/Equipment

- Portable radio w/spare batteries and A/C plug
- NOAA Weather Radio w/spare batteries
- Flashlights with spare batteries (one per person)
- Leather work gloves
- Dust masks
- Protective goggles
- Fire extinguisher (A-B-C- type)
- Whistle
- Matches (in waterproof container) and gas lighter stick
- Candles/sterno
- Razor blade knife (box cutter) with extra blades
- Pocket Knife
- Rope (100' of ½" rope)
- Sash cord (clothes line rope)
- Tarps and plastic sheeting
- Garden hose
- Regular pliers and needle nose pliers
- Wire cutters
- Channel lock pliers
- Vise-grip pliers
- Duct tape
- Electrical tape
- Pipe tape
- Painter Blue tape
- Adjustable wrench (crescent wrench)
- Basic socket set
- Allen wrenches
- Claw hammer
- Hacksaw
- Crowbar
- Cordless drill/screw driver
- Course drywall screws (1¼" – 3")
- Tape measure
- Electrical extension cord
- 5-gallon plastic buckets
- Axe or hand saw
- Shovel
- Broom
- Nails (assorted sizes)
- Heavy duty staple gun with assorted length of staples (3/8" – 9/16")
- Flat screw driver
- Philips screw driver
- Bungee cords
- Zip ties
- Combination Cable lock & Pad Lock
- Needles and thread
- Pencils, pens, paper, envelopes and stamps

Vehicles

- Extra set of house and car keys
- Maps of local area and state highway maps
- Keep your vehicle's gasoline tank always at least ½ full (full for winter months)
- Phone numbers to out of state relatives
- Flash light with spare batteries and bulb (test monthly)
- Car Inverter (converts direct current (DC) to alternating current (AC))
- Jumper cables
- Blanket
- Towel
- Warm clothes
- Walking shoes
- Toiletries
- Water (check monthly)
- Non-perishable food (energy bars - check monthly)
- Flares
- Spare fuses for vehicle
- Spare cash (small bills)
- Two cans of "Fix A Flat"
- Duct tape
- First aid kit
- Leather work gloves (example for use would be changing a flat tire)
- Car tool kit (Sample: standard flat screw drivers (assorted sizes), Phillips screw drivers (assorted sizes), channel locks, adjustable wrench, needle nose pliers, regular pliers, vise grips, hammer, leather work gloves, electrical tape, duct tape, flashlight with spare batteries & bulb, 2A10BC fire extinguisher, pocket knife, razor blade knife with extra blades, and whistle)
- Tire pressure gauge
- Make sure you have the tools to change a flat tire
- Make sure you know how to change a flat tire
- J-B Weld for repairing items
- Air in your spare tire
- Vehicle owner's manual
- Personal protection device
- Mirror for signaling
- Two quarts of motor oil
- Tire snow chains (if live in possible snow areas)
- Winter car items like scrapers, shovel, litter
- Large trash bags
- Your car mechanic's phone number
- Red flag to tie on your antenna to signal for help

