You're Ready for Anything But is your *Family* Ready?

Readiness for Coast Guard Members and their Families

Ready. COAST GUARD
Prepare. Plan. Stay Informed.

Be ready at a moment's notice by taking *three* essential steps to prepare.

#1 BE/STAY INFORMED.

BE/STAY INFORMED by understanding the potential hazards in your area. Knowing what to do can make all the difference when seconds count. Visit the following websites to find emergency planning resources and hazard information:

- **Ready Coast Guard** (http://www.uscg.mil/hr/cg111/ready.asp)
- **Coast Guard Office of Work-Life** (www.uscg.mil/worklife)
- **Ready Campaign** (www.ready.gov)
  Listo America (www.listo.gov)
- **American Red Cross** (www.redcross.org)
  The Safe and Well List (https://safeandwell.communityos.org)
- **Centers for Disease Control and Prevention** (www.cdc.gov)
- **Federal Emergency Management Agency** (www.fema.gov/plan)
  Are You Ready? (www.fema.gov/plan-prepare-mitigate)

#2 MAKE A PLAN.

By making and practicing a family emergency PLAN (that includes evacuation and communication procedures), you and your family are more likely to find each other quickly and help one another get through the emergency situation safely and with less worry, especially if one of you is away on duty.

- **Plan for the various emergency** situations or disasters that could strike your family, considering potential hazards and weather patterns in your region.
- **Think about all the places** you and your family may be throughout the day, such as home, work, school, and in transit.
- **Think through each possible emergency** situation, and determine how your family should respond.
- **Gather input** from all family members, including children. When everyone shares in building the plan, they are more likely to remember it during an emergency.
- **Establish meeting places** and discuss situations in which to use them.
- **Choose a contact person**, a family member, or friend living out of town whom you can all contact if an emergency strikes when you are separated.
- **Review and practice the plan** annually and whenever there are major changes in your family situation, schedule, or activities.

#3 BUILD A KIT.

BUILD one or more emergency KITS that include enough supplies for **at least three days**, to sustain your family during an emergency. Some basic items to consider for a home emergency kit are:

- **Water**—at least one gallon per person per day for at least three days
- **Food**—nonperishable food for at least three days
- **Manual can opener**
- **First aid kit** with dust masks, disinfectant, and prescription medications
- **Sanitation supplies** such as moist towelettes, disinfectant, and garbage bags
- **Formula and diapers** for infants
- **Flashlight and extra batteries, battery-powered or hand-crank NOAA** (National Oceanic and Atmospheric Administration) **weather radio and cell phone charger**
- **Important documents**—personal, financial, and insurance
- **Money**—A minimum of $100 cash in small bills
- **Maps and your family emergency plan**
- Food, water, other supplies, and documents for any **pets**

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Family Emergency Plan

Your family may not be together when disaster strikes, so plan what you will do in different situations and plan how you will contact one another. Don't delay. Protect your family so you can protect the nation.

Evacuation Plan

Neighborhood Meeting Place: _____

Phone: _____

Out of Neighborhood Meeting Place: _____

Phone: _____

Communication Plan

- Fill in the information below. Add other important information to suit your family's circumstances.
- Keep this plan with your emergency supplies kit, along with your command's standard and emergency muster procedures.
- File a copy of emergency contact information with the command ombudsman and the command to be opened only in case of emergency.
- Make sure every family member has the most important contact information on a current Emergency Contact Card.

Where the family spends time

Home:

Address: _____

Phone: _____

Evacuation Location: _____

_____'s Work:

Address: _____

Phone: _____

Evacuation Location: _____

_____'s Work:

Address: _____

Phone: _____

Evacuation Location: _____

School:

Address: _____

Phone: _____

Evacuation Location: _____

School:

Address: _____

Phone: _____

Evacuation Location: _____

Other place you frequent:

Address: _____

Phone: _____

Evacuation Location: _____

Contact information

Out-of-Town Contact: _____

Phone: _____

E-Mail: _____

Alternate Phone Number: _____

Duty Phone: _____

Admin Office: _____

Work-Life Office: 1 (800) 872-4957

Ombudsman: _____

Local Emergency Management Office: _____

_____

Family members

(If you include SSNs, be sure to store your plan in a secure location.)

Name: _____

Birth Date: _____ Social Security #: _____

Drivers License #: _____

Passport #: _____

Prescriptions/Medical Information: _____

Name: _____

Birth Date: _____ Social Security #: _____

Drivers License #: _____

Passport #: _____

Prescriptions/Medical Information: _____

Name: _____

Birth Date: _____ Social Security #: _____

Drivers License #: _____

Passport #: _____

Prescriptions/Medical Information: _____

Name: _____

Birth Date: _____ Social Security #: _____

Drivers License #: _____

Passport #: _____

Prescriptions/Medical Information: _____

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Passport #: _____

Prescriptions/Medical Information: _____

Name: _____

Birth Date: _____ Social Security #: _____

Drivers License #: _____

Passport #: _____

Prescriptions/Medical Information: _____

_____'s

Family Emergency Plan

Important contacts and insurance policy numbers

Doctor(s): _____
Phone: _____
Policy#: _____

Doctor(s): _____
Phone: _____
Policy#: _____

Dentist: _____
Phone: _____
Policy#: _____

Pharmacy: _____
Phone: _____
Policy#: _____

Veterinarian/Kennel: _____
Phone: _____
Policy#: _____

Medical Insurance: _____
Phone: _____
Policy#: _____

Dental Insurance: _____
Phone: _____
Policy#: _____

Homeowners/Renters Insurance: _____
Phone: _____
Policy#: _____

Automobile Insurance: _____
Phone: _____
Policy#: _____

Life Insurance: _____
Phone: _____
Policy#: _____

Provisions for utilities

In various emergency situations, whether you shelter-in-place or evacuate, you may be advised to cut off ventilation systems or utilities. Write the locations of, and instructions for, these controls and any tools necessary to change them. (Like fire and evacuation plans, this is a good thing to review and practice with the whole family.)

Electricity: _____
Gas: _____
Water: _____
Ventilation: _____

Important records

Use these checklists to help collect important papers to keep with your emergency supplies kit for ready access in case of evacuation.

Personal

- ☐ Military ID cards
- ☐ Birth certificates/adoption records
- ☐ Social Security cards
- ☐ Passports
- ☐ Citizenship papers
- ☐ Marriage licenses, divorce records
- ☐ Vehicle registration/ownership records
- ☐ Medical records
- ☐ Power(s) of attorney *(personal/property)*
- ☐ Wills

Financial

- ☐ Bank/credit union statements
- ☐ Credit/debit card statements
- ☐ Income records *(including government benefits, child support, and alimony)*
- ☐ Mortgage statement or lease
- ☐ Bills *(electricity, gas, water)*
- ☐ Health insurance cards and records
- ☐ Other insurance records *(auto/property/life)*
- ☐ Tax returns, property tax statements
- ☐ Investment/retirement account records

Other important information

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