

20 weeks

TO PREPAREDNESS

DEVELOP AN EMERGENCY KIT

This emergency supplies calendar is intended to help you prepare for emergencies before they happen. Using the calendar, you can assemble an emergency supplies kit in small steps over a five-month period. Check off items you gather each week. Remember to change and replace perishable supplies by the expiration date. Suggested food purchases would provide meals for approximately three to five days.



notes_{week 1}

sun	mon	tue	wed	thu	fri	sat

notes_{week 2}

sun	mon	tue	wed	thu	fri	sat

Every family member should carry a copy of this important information. Please cut out and fold for your billfold.

family communications plan

Contact Name:

Telephone:

Out-of-Town Contact Name:

Telephone:

Neighborhood Meeting Place:

Meeting Place Telephone:

Dial 911 for Emergencies

----- FOLD OVER -----

other important phone numbers and information

Every family member should carry a copy of this important information. Please cut out and fold for your billfold.

family communications plan

Contact Name:

Telephone:

Out-of-Town Contact Name:

Telephone:

Neighborhood Meeting Place:

Meeting Place Telephone:

Dial 911 for Emergencies

----- FOLD OVER -----

other important phone numbers and information

week 1

place in storage bin:

- ☐ 1 gallon of water per person per day
- ☐ Cellphone charger
- ☐ Battery-powered standard AM/FM radio and batteries or weather radio
- ☐ Flashlight/batteries
- ☐ Protein bars

personalized item: (if applicable)

- ☐ Diapers and essential medications
- ☐ Car adapter for small electronics

to do:

- ☐ Develop/update family communications plan

week 2

place in storage bin:

- ☐ 1 gallon of water per person per day
- ☐ First-aid kit, or gather Band-Aids, antibiotic ointment, nitrile latex gloves and gauze pads
- ☐ 1 package of toilet paper
- ☐ Dried fruit and/or nuts

personalized item: (if applicable)

- ☐ Baby food

to do:

- ☐ Find natural gas and water shut-offs. Place appropriate wrench near valves.

notes

week 3

sun	mon	tue	wed	thu	fri	sat

notes

week 4

sun	mon	tue	wed	thu	fri	sat

Every family member should carry a copy of this important information. Please cut out and fold for your billfold.

family communications plan

Contact Name:

Telephone:

Out-of-Town Contact Name:

Telephone:

Neighborhood Meeting Place:

Meeting Place Telephone:

Dial 911 for Emergencies

FOLD OVER

other important phone numbers and information

important information

name

telephone #

policy #

Doctor(s):

Other:

Pharmacist:

Medical Insurance:

Homeowners/Rental Insurance:

Veterinarian/Kennel:

week 3

place in storage bin:

- ☐ 1 gallon of water per person per day
- ☐ Cash, in small denominations
- ☐ Disposable wipes
- ☐ Crackers and peanut butter and jelly

personalized item: (if applicable)

- ☐ Baby bottles and formula

to do:

- ☐ Scan or make copies of birth certificates, licenses and passports. Store in a plastic bag, on a thumb drive or send to an email account that is accessible from anywhere.
-

week 4

place in storage bin:

- ☐ Five gallon bucket with lid
- ☐ Plastic tarp
- ☐ Work gloves
- ☐ Ready-to-eat meals

personalized item: (if applicable)

- ☐ Special diet foods

to do:

- ☐ Arrange for emergency care for children, elders and/or pets.

notes

week 5

sun	mon	tue	wed	thu	fri	sat

notes

week 6

sun	mon	tue	wed	thu	fri	sat

work

Address:

Phone Number:

Evacuation Location:

work

Address:

Phone Number:

Evacuation Location:

other places you frequent

Address:

Phone Number:

Evacuation Location:

other places you frequent

Address:

Phone Number:

Evacuation Location:

other places you frequent

Address:

Phone Number:

Evacuation Location:

where to go in an emergency

Write down where your family spends the most time: work, school and other places you frequent. Schools, daycare providers, workplaces and apartment buildings should have site-specific emergency plans.

home

Address:

Phone Number:

Neighborhood Meeting Place:

Regional Meeting Place:

school

Address:

Phone Number:

Evacuation Location:

school

Address:

Phone Number:

Evacuation Location:

school

Address:

Phone Number:

Evacuation Location:

week 5

place in storage bin:

- ☐ Disposable dust mask (one per person)
- ☐ Travel sized shampoo, body wash and deodorant
- ☐ Manual can opener
- ☐ Canned vegetables (one can for every two people)
- ☐ Mirror

personalized item: (if applicable)

- ☐ Hearing aid batteries

to do:

- ☐ Scan or make copies of health care information, including vaccination records, prescription information and insurance. Store in a plastic bag, on a thumb drive or send to an email account that is accessible from anywhere.

week 6

place in storage bin:

- ☐ Duct tape
- ☐ Toothbrush, toothpaste, floss and hairbrush for all family members
- ☐ Unscented liquid household bleach for water purification
- ☐ Canned meat (one can for every two people)

personalized item: (if applicable)

- ☐ Contact lens solution

to do:

- ☐ Practice alternate methods of evacuation.

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[illegible]

Important Medical Information:

family communications plan

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.

Out-of-Town Contact Name:

Email:

Telephone Number:

Telephone Number:

Fill out the following information for each family member and keep it up-to-date.

Name:

Social Security Number:

Date of Birth:

Important Medical Information:

week 7

place in storage bin:

- ☐ Disposable eating utensils
- ☐ Camp-style stove, fuel and matches in a waterproof container
- ☐ Disposable plates and heavy duty garbage bags
- ☐ Canned soup (one can per person)

personalized item: (if applicable)

- ☐ Denture supplies

to do:

- ☐ Purchase and/or install emergency escape ladders, if necessary.

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[illegible]

place in storage bin:

- ☐ Sewing kit
- ☐ Signal flare and compass
- ☐ Liquid detergent and hand soap
- ☐ Cereal (one box for every four people)

[illegible][illegible]

place in storage bin:

- ☐ Extra batteries for flashlight and radio
- ☐ Pan to use on camp-style stove
- ☐ Bleach
- ☐ Pain reliever e.g. aspirin, ibuprofen and acetaminophen
- ☐ Canned fruit (one can for every two people)

personalized item: (if applicable)

- ☐
- Pet food

to do:

- ☐ Send video contents of home to email or store a copy of the video in an alternate location.

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[illegible]

place in storage bin:

- ☐ Cash, in small denominations
- ☐ Sleeping bag and/or blanket for each person
- ☐ Map of local area
- ☐ Granola and/or snack bars

personalized item: (if applicable)

- ☐ Extra cane for visually impaired

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[illegible]

place in storage bin:

- ☐ Extra flashlight
- ☐ Whistle
- ☐ Paper towels
- ☐ Granola and/or snack bars
- ☐ Large, clear, empty plastic jar, such as mayonnaise, and a candle to fit inside

personalized item: (if applicable)

- ☐ Pet leash and crate
- ☐ Make copies of pet vaccination and/or prescription information

to do:

- ☐ Install smoke and carbon dioxide alarms. Test the alarms.

notes

week 10

sun	mon	tue	wed	thu	fri	sat

notes

week 11

sun	mon	tue	wed	thu	fri	sat

week 17

place in storage bin:

- ☐ An extra set of clothes per person
- ☐ Petroleum jelly
- ☐ Kleenex
- ☐ Canned soup (one can per person)

personalized item: (if applicable)

- ☐ Family photo

week 18

place in storage bin:

- ☐ Rain gear
- ☐ Rubbing alcohol
- ☐ Adhesive tape
- ☐ Canned fruit (one can for every two people)

personalized item: (if applicable)

- ☐ Talking clock for visually impaired

notes_{week 17}

sun	mon	tue	wed	thu	fri	sat

notes_{week 18}

sun	mon	tue	wed	thu	fri	sat

week 10

place in storage bin:

- ☐ 1 gallon of water per person per day
- ☐ Dishwashing liquid
- ☐ Thermometer and tweezers
- ☐ Cereal (one box for every four people)
- ☐ Collapsible shovel

personalized item: (if applicable)

- ☐ Water for pet

to do:

- ☐ Establish out-of-town contacts.

week 11

place in storage bin:

- ☐ 1 gallon of water per person per day
- ☐ Paper, pen, pencil and scissors
- ☐ Sunscreen
- ☐ Protein bars

personalized item: (if applicable)

- ☐ Litter pan

to do:

- ☐ Determine signal with family and friends to be used to communicate safety.

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[illegible]

place in storage bin:

- ☐ One towel per person
- ☐ Pliers
- ☐ Hard hat
- ☐ Canned vegetables
(one can for every two people)

to do:

- ☐ Extra keys to the car

place in storage bin:

- ☐ Disinfectant
- ☐ Crowbar
- ☐ Utility knife
- ☐ Canned meat
(one can for every two people)

personalized item: (if applicable)

- ☐
- Toys

notes

week 15

sun	mon	tue	wed	thu	fri	sat

notes

week 16

sun	mon	tue	wed	thu	fri	sat

week 12

place in storage bin:

- ☐ 1 gallon of water per person per day
- ☐ Laxative/antidiarrheal medicines
- ☐ Rolled bandages and safety pins
- ☐ Dried fruit and/or nuts

personalized item: (if applicable)

- ☐ Extra battery for motorized mobility aid

to do:

- ☐ Make copies of credit and debit card account information. Store in a plastic bag.

notes

week 13

sun	mon	tue	wed	thu	fri	sat

notes

week 14

sun	mon	tue	wed	thu	fri	sat

week 13

place in storage bin:

- ☐ Fire extinguisher
- ☐ Antacid
- ☐ Hammer and nails
- ☐ Crackers and peanut butter and jelly

personalized item: (if applicable)

- ☐ Extra prescription glasses

to do:

- ☐ Review and finish video task.

week 14

place in storage bin:

- ☐ An extra pair of sturdy shoes per person
- ☐ Screwdriver
- ☐ Safety goggles
- ☐ Ready-to-eat meals

personalized item: (if applicable)

- ☐ Extra keys to the house

to do:

- ☐ Prepare emergency car kit.