

EMERGENCY PREPAREDNESS PLAN



CONTENTS

OVERVIEW	2
WILDFIRE	3
EARTHQUAKE	5
HURRICANE	7
FLOOD	8
TORNADO	10

BE PREPARED.

No matter the type of weather emergency, you should make a family communication plan and put together an emergency kit.

EMERGENCY KIT

- One gallon of water per person per day for at least 3 days
- Three-day supply of non perishable food
- Battery-powered or hand crank radio
- Flashlight
- First aid kit
- Whistle to signal for help
- Dust masks
- Moist towelettes, garbage bags, & plastic ties
- Wrench or pliers to turn off utilities
- Can opener (for canned food)
- Local maps
- Prescription medications and glasses
- Copies of important family documents
- Cash or traveler's checks & change
- Blankets or sleeping bags
- Extra clothes or change of clothes
- Sneakers for each family member
- Fire extinguisher
- Waterproof matches
- Feminine supplies
- Paper & pencil
- Paper cups, plastic utensils, paper towels
- Pet food & extra water for your pet
- Infant formula & diapers

Be sure to report any damage that the property sustained to your local property manager within 24 hours after the fires are out.

Call 9-1-1 in the event of any emergency.

BEFORE.

Pay close attention to watches, warnings, and evacuations. If ordered to evacuate do so immediately.

Prepare Your Home

- Regularly clean the roof and gutters.
- Maintain an area approximately 30' away from your home that is free of anything that will burn, such as wood piles, dried leaves, newspapers, and other brush.
- Connect garden hoses long enough to reach any area of the home and fill garbage cans, tubs, or other large containers with water.
- Review your renter's insurance policy and also prepare/update a list of your home's contents.

DURING.

- If you see a wildfire and haven't received evacuation orders yet, call 9-1-1. Don't assume that someone else has already called.
- If ordered to evacuate during a wildfire, do it immediately; make sure to tell someone where you are going and when you have arrived.
- If asked to evacuate, text **SHELTER + your zip code** to **43362** to find the nearest shelter.
- If you or someone you are with has been burned, call 9-1-1 or seek help immediately; cool and cover burns to reduce chance of further injury or infection.

AFTER.

- If evacuated, return home only when officials say it is safe. Follow local authorities instructions closely.
- For several hours after the fire, maintain a “fire watch”. Check and re-check for smoke, sparks or hidden embers throughout the house, including the roof and the attic.
- Use caution when entering burned areas as hazards may still exist, including hot spots, which can flare up without warning. Evacuate immediately if you smell smoke.
- Wear a NIOSH certified-respirator (dust mask) and wet debris down to minimize breathing dust particles.
- Discard any food that has been exposed to heat, smoke or soot.
- Do NOT use water that you think may be contaminated to wash dishes, brush teeth, prepare food, wash hands, or to make ice or baby formula.
- Inspect home for damage. Take pictures of home & contents.
- Contact renter’s insurance for damage to personal belongings.

BEFORE.

Ensure everyone is aware of the family communication plan and your emergency kit is fully supplied.

Prepare Your Home

- Have an evacuation plan & a designated meeting place.
- Know where the emergency shut off is for both gas & waterlines in your home.
- Place large or heavy objects on lower shelves.
- Store breakable items such as bottle foods, glass, and china on low, closed cabinets with latches.
- Store weed killers, pesticides, and flammable products securely in closed cabinets with latches.

DURING.

If Indoors

- Drop to your hands & knees.
- Cover your head and neck with your arms.
- Hold on to any sturdy shelter until the shaking stops.
- Stay away from glass, windows, outside doors, and anything that can fall.
- Stay inside until the shaking stops.

If Outdoors

- Move away from buildings, streetlights, and utility wires.
- Drop to the ground and cover your head and neck with your arms.
- Hold on to any sturdy shelter until the shaking stops.

If in a Moving Vehicle

- Stop your vehicle and stay inside the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that may have been damaged.

AFTER.

If Indoors

- When the shaking stops, make sure it is safe to move from your location and there is a safe way out through any debris.
- Expect aftershocks. Drop, cover, and hold on if you begin to feel shaking.
- Check yourself for injuries.
- Look for fires as they are the most common hazard.
- Listen to the radio to stay up to date on current emergency information
- If your home is no longer safe, text **SHELTER** + **your zip code** to **43362** to find the nearest shelter.

If Outdoors

- Move away from buildings, streetlights, and utility wires.
- Drop to the ground and cover your head and neck with your arms.
- Hold on to any sturdy shelter until the shaking stops.

If in a Moving Vehicle

- Stop your vehicle and stay inside the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that may have been damaged.

BEFORE.

Pay close attention to watches, warnings, and evacuations. If ordered to evacuate do so immediately.

Prepare Your Home

- Cover all of your windows with hurricane shutters if already provided.
- Plan to bring in all outdoor furniture, decorations, garbage cans, and anything else that is not tied down.
- Keep all trees and shrubs well trimmed so they are more wind resistant.
- Turn off utilities as instructed by local officials. Otherwise, turn the refrigerator thermostat to its coldest setting and keep its doors closed.
- Turn off propane tanks.

DURING.

- If asked to evacuate, text **SHELTER + your zip code** to **43362** to find the nearest shelter.
- If not asked to vacate, stay inside in a small interior room or hallway away from windows & doors.
- Stay close to a TV or radio for updates. Follow orders closely.

AFTER.

- If evacuated, return home only when officials say it is safe. Follow local authorities instructions closely.
- Walk carefully around the outside of your home and check for loose power lines, gas leaks, and structural damage before entering.
- Stay out of the home if you smell gas.
- Inspect home for damage. Take pictures of home & contents.
- Contact renter's insurance for damage to personal belongings.

BASIC SAFETY TIPS

- Avoid walking or driving through flood waters.
- Just 6 inches of moving water can knock you down, and 2 feet of water can sweep your vehicle away.
- If there is a chance of flash flooding, move immediately to higher ground. Flash floods are the #1 cause of weather-related deaths in the US.
- If floodwaters rise around your car but the water is not moving, abandon the car and move to higher ground. If water is moving, do not leave the car.
- Avoid camping or parking along streams, rivers, and creeks during heavy rainfall. These areas can flood quickly and with little warning.

FLOOD WATCH

Be aware. Conditions are right for flooding to occur in your area.

FLOOD WARNING

Take action. Flooding is either happening or will happen shortly.

BEFORE.

Pay close attention to watches, warnings, and evacuations. If ordered to evacuate do so immediately.

Prepare Your Home

- Bring outdoor furniture inside and move important indoor items to the highest possible floor. This will help protect them from flood damage.
- Disconnect electrical appliances and do not touch electrical equipment if you are wet or standing in water. You could be electrocuted.
- If instructed, turn off your gas and electricity at the main switch or valve. This helps prevent fires and explosions.

DURING.

- Move immediately to higher ground.
- If asked to evacuate, text **SHELTER** + **your zip code** to **43362** to find the nearest shelter.
- Avoid walking or driving through flood waters. Just 6 inches of moving water can knock you down and 2 feet of water can sweep your vehicle away.

AFTER.

- If evacuated, return home only when officials say it is safe. Follow local authorities' instructions closely.
- Be aware of areas where floodwaters have receded and watch out for debris. Floodwaters often erode roads and walkways.
- Do not attempt to drive through areas that are still flooded.
- Avoid standing water as it may be electrically charged from underground or downed power lines.
- Inspect home for damage. Take pictures of home & contents.
- Contact renter's insurance for damage to personal belongings.

BEFORE.

Ensure everyone is aware of the family communication plan and your emergency kit is fully supplied.

- Listen to NOAA Weather Radio or to commercial radio or television newscasts for the latest information.
- Be alert to changing weather conditions. Look for approaching storms.
- Look for the following danger signs:
 - Dark, often greenish sky
 - Large hail
 - A large, dark, low-lying cloud (particularly if rotating)
 - Loud roar, similar to a freight train
 - If you see approaching storms or any of the danger signs, be prepared to take shelter immediately.

DURING.

If Indoors

- Go to a predesignated area such as a safe room, basement, storm cellar, or the lowest building level. If there is no basement, go to the center of a small interior room on the lowest level (closet, interior hallway) away from corners, windows, doors, and outside walls. Put as many walls as possible between you and the outside. Get under a sturdy table and use your arms to protect your head and neck.
- In a high-rise building, go to a small interior room or hallway on the lowest floor possible.
- Put on sturdy shoes.
- Do not open windows.

If Outdoors

- If you are not in a sturdy building, there is no single research-based recommendation for what last-resort action to take because many factors can affect your decision. Possible actions include:
 - Immediately get into a vehicle, buckle your seat belt and try to drive to the closest sturdy shelter. If your vehicle is hit by flying debris while you are driving, pull over and park.
 - Take cover in a stationary vehicle. Put the seat belt on and cover your head with your arms and a blanket, coat or other cushion if possible.
 - Lie in an area noticeably lower than the level of the roadway and cover your head with your arms and a blanket, coat or other cushion if possible.
- Do not get under an overpass or bridge. You are safer in a low, flat location.
- Never try to outrun a tornado in urban or congested areas in a car or truck. Instead, leave the vehicle immediately for safe shelter.
- Watch out for flying debris. Flying debris from tornadoes causes most fatalities and injuries.

AFTER.

- Do not attempt to move seriously injured people unless they are in immediate danger of further injury. Get medical assistance immediately. If someone has stopped breathing, begin CPR if you are trained to do so. Stop a bleeding injury by applying direct pressure to the wound. Have any puncture wound evaluated by a physician. If you are trapped, try to attract attention to your location.
- Continue to monitor your battery-powered radio or television for emergency information.
- Do not touch downed power lines or objects in contact with downed lines. Report electrical hazards to the police and the utility company.
- Use battery-powered lanterns, if possible, rather than candles to light homes without electrical power. If you use candles, make sure they are in safe holders away from curtains, paper, wood or other flammable items. Never leave a candle burning when you are out of the room.
- Hang up displaced telephone receivers that may have been knocked off by the tornado, but stay off the telephone, except to report an emergency.
- Cooperate fully with public safety officials.
- Respond to requests for volunteer assistance by police, fire fighters, emergency management and relief organizations, but do not go into damaged areas unless assistance has been requested. Your presence could hamper relief efforts and you could endanger yourself.
- Inspect home for damage. Take pictures of home & contents.
- Contact renter's insurance for damage to personal belongings

Disclaimer: The Emergency Preparedness Plan has been prepared to serve as an aid for developing plans to avoid or reduce adverse consequences that might otherwise occur in residential neighborhoods in the event of a disaster. Waypoint Homes cannot ensure that by following these guidelines and plan that a resident can avoid bodily injury or property damage. Therefore we make no warranty, expressed or implied, nor assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, product or process disclosed and assume no liability for any injury, death, or property damage which may occur in connection with any disaster.