

Everybody Ready!

**SANTA BARBARA WEST
MOBILE HOME PARK
30 WINCHESTER CYN ROAD
GOLETA, CA 93117**

Emergency Preparedness and Evacuation Plan
ADOPTED 2010

[This plan is provided in compliance with the Flood Emergency Action Team (FEAT): Initiative Number 5 Governor's Executive Order W-156-97; Approved by the Standardized Emergency Management System (SEMS) Advisory Board on November 21, 1997]

**SANTA BARBARA WEST
MOBILE HOME PARK
30 WINCHESTER CANYON ROAD
GOLETA, CALIFORNIA 93117**

ONSITE MANAGEMENT

Mario Jara
TEL: (805) 968-7700
FAX: (805) 968-4660
EMAIL: mario@sbwmhp.com

PARK MANAGEMENT COMPANY

RDPH Properties, Inc.
200 N. Westlake Blvd Ste. 100
Westlake Village, CA 91301
TEL: (818) 707-3305
FAX: (818) 540-4212

PARK OWNER

RDPH Properties, Inc.
200 N. Westlake Blvd Ste. 100
Westlake Village, CA 91301
TEL: (818) 707-3305
FAX: (818) 540-4212

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Emergency Preparedness and Evacuation Plan

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**A little advance planning can make the difference between tragedy and survival.
*It all starts with a conversation.***

No one likes to think about—let alone talk about—an emergency that could disrupt our daily lives, or worse, do harm to us or our loved ones.

Yet this thoughtful consideration is essential to effective emergency planning.

This “EMERGENCY PREPAREDNESS AND EVACUATION PLAN” is intended to provide a starting point to help you make that plan. In it you’ll find some basic information, things to think about and things to do. In addition, it contains information about how to access other resources for more details. So for yourself, your loved ones and your neighbors; make a plan to be safe.



You can do this!

Start a conversation in your household:

WHAT TO PREPARE FOR

Discuss the types of events that are most likely to happen in your area. Think about the different ways to respond to a natural disaster, terrorist event, or a major public health emergency.

WHOM TO CONTACT

Ask an out-of-state friend or relative to be your “family contact.” Other family members can call this person and identify where they are. Use the form on page 3 as a guide.

WHERE TO MEET

Pick two places to meet:

- ▲ Right outside your house in case of a sudden emergency, such as a fire.
- ▲ Outside your neighborhood in case you can't return home. Everyone must know the address and phone number.

WHERE TO STAY

Discuss the possibilities of evacuating the area or “staying put” and sheltering in place. Consider also:

▲ Developing a plan for children in childcare or school, older adults and other family members who need special assistance.

▲ Planning for the care of your pets. Shelters generally do not accept animals.

WHAT TO DO

Put together an emergency preparedness kit and keep it in a safe place in your home.

Make a plan:

Gather critical information into one place and share it with the occupants of your household. It may save precious time for when you need it most.

The following types of information might be helpful in an emergency. Use this as a guide for making your own plan.

Resident's Contact List:

A copy of this information can be copied and given to all occupants of the household:



PERSONAL INFORMATION

Name.
Address.
Phone.
Cell Phone.
Birth Date.

LOCAL CONTACT

Name.
Relationship.
Address.
Phone.
Cell Phone.

OUT - OF - STATE CONTACT

Name.
Relationship.
Address.
Phone.
Cell Phone.

NEAREST RELATIVE

Name.
Relationship.
Address.
Phone.
Cell Phone.

PETS CARED FOR BY

Name.
Address.
Phone.
Cell Phone.

MEETING PLACES

Outside your home.
Outside your neighborhood.

EMERGENCY TELEPHONE NUMBERS

In a life threatening emergency, dial 911 or the local emergency medical services system number

Police Department.
Fire Department.
Hospital.
Family Physicians
Name & Telephone.
Name & Telephone.
Name & Telephone.

**E A C H F A M I L Y
MEMBR SHOULD
CARRY A COPY OF
THIS CARD:**

FAMILY DISASTER PLAN	
Local Office of Emergency Services phone number	_____
Emergency Meeting Place (outside your home)	_____
Meeting Place (outside your neighborhood)	_____
Phone	_____
Address	_____

If a disaster should occur, call your out-of-state contact,

it is often easier to call long distance. A specific plan should be created for children in child care or school, older adults, and other immediate family members who need special assistance.

Evacuation of your mobilehome should be planned. Make up a map of the home; see example further below.

Emergency Contact Information:



- Emergencies: 911**
- Fire Dept: 911 or (805) 964-6725**
- Police Dept.: 911 or (805) 681-4100 (Sheriff)**
- Ambulance: (805) 963-1602**
- Local Red Cross: (805) 687-1331 (www.sbredcross.org)**
- Gas Co.: (800) 427-2200 (Southern California Gas Co.)**
- Electric Co.: (800) 447-6620 (Southern California Edison)**
- Park Office location: Attached to Clubhouse**
- Responsible person for operation and maintenance: Mario Jara**
- Park phone to reach resident manager: (805) 968-7700**
- Local emergency broadcast frequency: Local TV and radio stations**
- Cox Cable: (800) 683-6651**

Coast Guard: (800) 221-8724

FEMA: (800) 621-3361

Enforcement agency:

Department of Housing and Community Development (805) 684-5405

Major safe site for evacuation:

Dos Pueblos High School (7266 Alameda Avenue, Goleta)

Basic Park Information:

The Park has been constructed with all required government permits, licenses and approvals.

Elevation of the park property: 20 feet above sea level

Type of disasters common to your area: EARTHQUAKE • FIRE • FLOOD • TSUNAMI

The soil conditions of the Park are further unknown to the owner, except from the observations which can be made based on physical inspection of the Park at the present time. Owner is unaware of any present defect in the composition of the soil of the park, including the grade and subgrade. Owner is unaware of any subsidence, expansive quality, propensity for failure, moisture content, lack of compactness, or other defect or condition requiring remedial attention or correction. Owner is unaware of any evidence that any of the conditions mentioned in this paragraph have ever occurred at any time in the past.

Owner is unaware of the presence of any substances, materials, or products which may be an environmental hazard such as, but not limited to, asbestos, formaldehyde, radon gas, lead-based paint, fuel or chemical storage tanks, and contaminated soil or water on the subject property.

The improvements consist of the features which can be observed on site (clubhouse and rv parking) and underground improvements (water pipes, gas lines, and other improvements). From time to time, these improvements may need repair. The condition of the physical improvements in the park at the present time is fair and operable; this condition may change at any time requiring repair and replacement of improvements. Regular maintenance and testing may reveal possible failures of the improvements which could occur in the future but which may be avoided with early attention and repair. Owner is not aware of any improvements requiring repair or replacement at this time. Owner reserves the right to supplement this statement at any time with additional information as it becomes known.

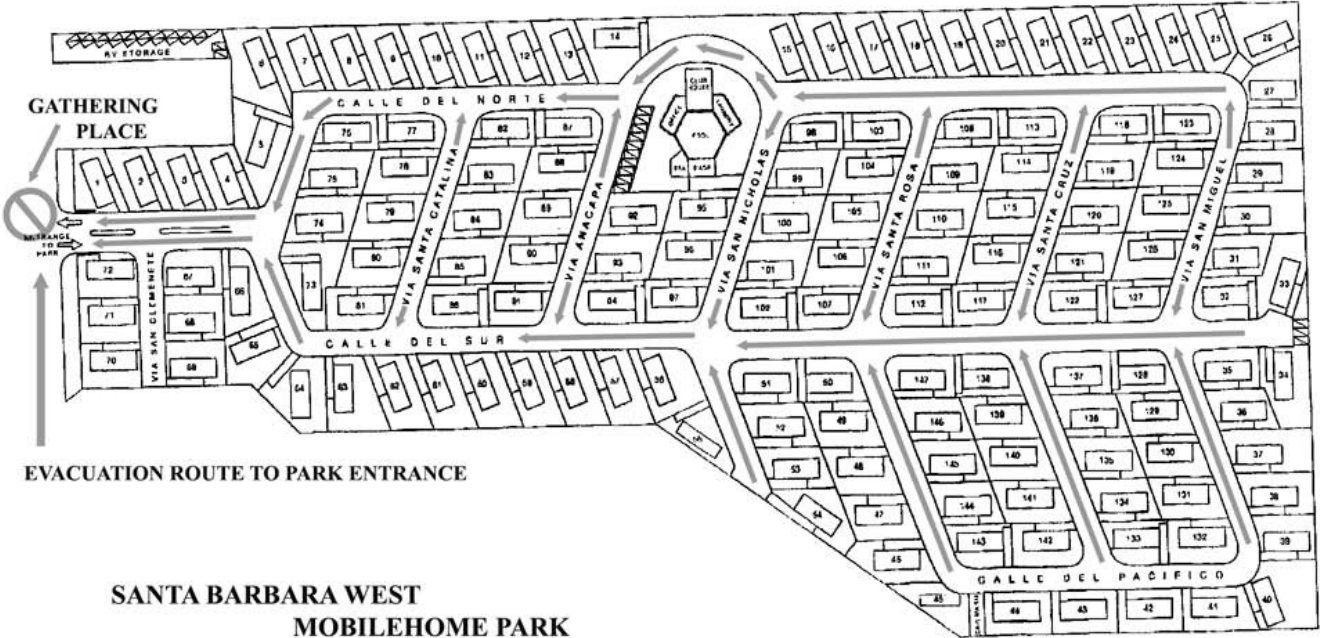
EARTHQUAKES: California is reputed for seismic activity. According to the State of California Seismic Safety Commission, the Park is located in Seismic Zone C. The Park is not currently shown on an Alquist-Priolo Earthquake Fault Zone Map.

ORDNANCE LOCATIONS: Owner is not aware of and has no knowledge of any federal or state

ordnance locations within the Park's neighborhood area.

WILDLAND AREA: Owner is not aware that the Park is located within a wildland area which may contain substantial forest fire risks and hazards. Owner is unaware that the Park is in a state responsibility area or that a map designating the area has ever been provided to the county assessor.

Map of Park



Evacuation of a Mobilehome Park:

See map on preceding page.

In the event that evacuation of the mobilehome park becomes necessary, the following basic information may be of assistance.

- There is one (1) vehicle accessible entrance and exit in the park. **Exit to Winchester Canyon Road by the shortest route as indicated.**
- There is one (1) pedestrian accessible entrance and exit at the rear of the park.
- Two-way traffic is accessible throughout the park.
- There are no fixed obstacles in the park that would hinder an evacuation route for any section of the park.
- The mobilehomes located at the front of the park would be easier and quicker to evacuate first.
- A map of the park marked with the proposed flow of traffic out of the park and, if available, intermediate gathering places is attached.

Emergency Evacuation:

The order of evacuation (where possible) is as follows after evacuation of households needing special assistance:

Section	Space Numbers
1	1-14
2	59-72
3	73-81
4	82-91
5	55-58 & 92-97
6	15-33
7	34-44
8	118-137
9	108-117 & 138-147
10	45-54 & 98-107
.	
.	
.	

PLEASE SEE ATTACHED MAP OF PARK LAYOUT

Evacuation Sites:

WITHIN THE PARK

In the event of a disaster which does not require evacuation of the entire park, the designated site of evacuation within the park is:

- Clubhouse
- RV Storage

OUTSIDE THE PARK

In the event of a disaster which requires evacuation of the entire park, the redetermined buildings/sites to evacuate to are:

- Dos Pueblos High School (7266 Alameda Avenue, Goleta)
- Goleta Valley Community Center (5679 Hollister Avenue, Goleta)
- Boys & Girls Club (5701 Hollister Avenue, Goleta)

RESIDENT COMMITTEE PLANNING:

Some communities have formed a group known as a “Disaster Preparedness Emergency Plan Committee” (“DPEPC” or “resident committee”) to assist in the evacuation process. The committee consists of residents from the park who are willing to *volunteer their time* to establish and serve on the committee. The committee may include the resident park manager, if the park contains more than 50 spaces and where both the residents and the management agree to jointly participate.

All residents may wish to consider volunteering to form a committee! The committee should be primarily a phone committee but in cases where phone service is not available or out-of-service, the emergency information can be passed house to house. It is recommended that the residents’ committee should be responsible for informing each resident of any impending disaster. Other functions of the residents’ committee could be:

- **Conducting training and practice evacuation sessions**
- **Acquiring and updating emergency phone contact lists for next-of-kin notifications**
- **Assessing any special needs for fragile, handicapped, elderly or disabled individuals within the park such as lists of family members, health care professionals, care-providers. For fragile elderly or disabled residents, the committee could and should identify and keep updated records of any special medication, diet, or care information and ensure that they vacate the park with these necessities. People with special needs will also be listed in the office by name, space number and phone number, and contact numbers for next of kin**
- **Informing residents of either the possibility of evacuation or of an imminent evacuation of residents during a natural or man-made disaster**
- **Informing/training on procedures for securing residents’ homes prior to evacuation such as gas shut off, water main shut off, electrical shut off, locking doors and windows, and leaving immediately to pre-determined locations**
- **Organizing and informing residents of their evacuation route to take in leaving the park in a safe and orderly fashion**
- **Securing transportation and coordinating evacuation of park residents who are unable to transport out of the park on their own**
- **Assisting in the development of disaster planning kits and supplies (discussed below)**
- **Assisting in identifying meeting points outside the park in the event of evacuation**

Please Keep in mind that SB 23, section 1 states:

“SECTION 1. It is the intent of the Legislature that an owner or operator of a mobilehome park or manufactured home community communicate to residents essential evacuation routes and basic emergency preparedness information in a manner appropriate to the community. It is not the intent of the Legislature that an owner or operator be responsible for physically evacuating residents from their homes during an emergency. It is further the intent that residents take personal responsibility for themselves during an emergency.

THE IMPORTANCE OF INTEREST IN SAFETY

The most important feature of any home is something you probably do not see when you walk through the door. But it could save your life. It is safety. Safety comes in all shapes and sizes: smoke detectors; fire extinguishers; escape routes; carefully maintained heating and electrical systems; and knowing what to do and where to go in case of fire, flood, tornado, or other disasters. The key to being prepared in the event of a disaster or sudden emergency is preplanning and practice drills.

The next time disaster strikes, you may not have much time to act. Prepare now for a sudden emergency. Knowing what to do in an emergency is your best protection and your responsibility. Learn how to protect yourself and your family by planning ahead. To obtain more information, you may want to contact your local emergency management agency or civil defense office and the local American Red Cross chapter - be prepared to take notes.

WHAT THE RESIDENT NEEDS TO DO:

- Remember which disasters are most likely to occur in your area.
- Ask your local emergency management agency, civil defense office and the local American Red Cross chapter how to prepare for each disaster. Ask them if and how you would be warned of an emergency.
- Learn about your community’s (city and county) warning signals: what they sound like and what you should do when you hear them. In some areas, there are no alarms or signals, just patrol vehicles or emergency vehicles with officers verbalizing instructions from their public address systems. The park does not provide warning signals and alarms).
- Learn your community’s main evacuation routes.
- If needed, ask about special assistance for the elderly or disabled persons from your city or county. Management will allow for reasonable modification of the premises as defined by law for the facilitation of the disability of the resident. Management may not be

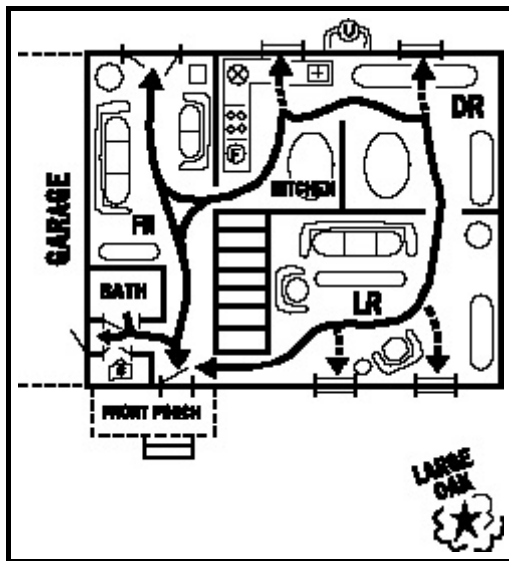
permitted to inquire about disabilities due to restrictions in seeking information concerning protected class characteristics under Federal and State fair housing laws. Management does not provide special assistance or expertise with respect to the elderly or disabled. All special arrangements must be made by the affected resident and their own free choice of service providers, health care professionals, agencies, organizations and family.

- Ask about animal care during and after an emergency. Animals may not be allowed inside emergency shelters due to health regulations.

SUMMARY CHECKLIST OF EMERGENCY PROCEDURES

Meet with your family and discuss why you need to prepare for disasters. Explain the dangers of fire, severe weather and earthquakes to children, the elderly, and persons needing special assistance. Plan to share responsibilities and work together as a team. The following may be used to create your plan.

- Draw a floor plan of your residence and mark two escape routes from each room.



Mobilehome Residence
Evacuation

- Install safety features in your home, such as smoke detectors and fire extinguishers.
- Discuss what to do in an evacuation.
- Find the safe spots in your home for each type of disaster.
- Teach children how and when to call 9-1-1 and a long distance contact person. Post emergency telephone numbers near the telephone.
- Instruct household members to turn on a battery powered radio for emergency information.
- Pick one out-of-state and one local friend or relative for family members to call if separated by disaster (it is often easier to call out-of-state than within the affected area).
- Pick two meeting places: 1) a place near your home in case of fire; 2) a place outside your neighborhood in case you cannot return home after a disaster.

- **Keep family records in a water and fire-proof container.**
- **Locate the main electric box, water service main, and natural gas main shut off valve to your mobilehome. Learn how and when to turn these utilities off. Consult the rules and regulations for requirements concerning the pedestal on the space / homesite. Teach all responsible family members. Keep necessary tools near gas and water shut-off valves. Turn off the utilities only if you suspect the lines are damaged or if you are instructed to do so. If you turn the gas off, you will need a professional to turn it back on.**
- **Take a basic first aid and CPR class.**
- **Prepare a disaster supply kit. Please see detailed list of suggested content below.**

If Disaster Strikes:

- **Remain calm and patient. Put your plan into action.**
- **Check for injuries; give first aid and get help for seriously injured.**
- **Listen to your battery powered radio for news and instructions.**
- **Evacuate if advised to do so. Wear appropriate clothing and sturdy shoes.**
- **Check for damage to your home - use a flashlight only. Do not light matches or turn on electrical switches, if you suspect damage.**
- **Check for fires, fire hazards and other household hazards.**
- **If you are remaining in your home, sniff for gas leaks, starting at the hot water heater. If you smell gas or suspect a leak, turn off the main gas valve, open windows, and get everyone outside quickly.**
- **Shut off any other damaged utilities.**
- **Clean up spilled medicines, bleaches, gasoline and any other flammable liquids immediately.**

Remember to:

- **Confine or secure your pets.**
- **Call your family contact - do not use the telephone again unless it is a life-threatening emergency.**
- **Check on your neighbors, especially elderly or disabled persons.**
- **Make sure you have an adequate water supply in case service is shut off.**
- **Stay away from downed power lines.**

Tips for Preparing Children

Children need to be prepared for a disaster as much as adults, if not more.

Infants and Toddlers

For infants and toddlers, special emphasis should be placed on making their environment as safe as possible. Cribs should be placed away from windows and tall, unsecured bookcases and shelves that could slide or topple.

A minimum of a 72-hour supply of extra water, formula, bottles, food, juices, clothing, disposable diapers, baby wipes and prescribed medications should be stored where it is most likely to be accessible after an emergency.

Also keep an extra diaper bag with these items in your car.

Store strollers, wagons, blankets and cribs with appropriate wheels to evacuate infants, if necessary.

Install bumper pads in cribs or bassinets to protect babies during the shaking of an earthquake or explosion.

Install latches on all cupboards (not just those young children can reach) so that nothing can fall on your baby during an earthquake or explosion.

Preschool and School-age Children

By age three or so, children can begin to understand what earthquakes are, as well as fires and floods, and how to get ready for them. Take the time to explain what causes these types of emergencies in terms they'll understand. Include your children in family discussions and planning for emergency safety.

Conduct drills and review safety procedures every six months.

Show children the safest places to be in each room when an earthquake hits or explosion occurs. Also show them all possible exits from each room. Use sturdy tables to teach children to Duck, Cover & Hold during an earthquake or explosion.

“EDITH” DRILLS IN THE HOUSE--

Make sure that children are ready to protect themselves with Stop, Drop and Roll during a fire. Also make sure that you practice emergency exit drills in the house (EDITH) regularly.

Teach children what to do wherever they are during an emergency (at school, in a tall building, outdoors).

Make sure children's emergency cards at school are up-to-date.

Although children should not turn off any utility valves, it's important that they know what gas smells like. Advise children to tell an adult if they smell gas after an emergency.

Don't Forget Those With Special Needs

Seniors and those individuals with special needs must not be forgotten.

Tips for People with Disabilities

Before an Emergency

Set up your home or workplace so that you can quickly get under a sturdy desk, table or other safe place for protection. This will be most important during an earthquake or explosion. Identify doorways that do not have doors in which you can take cover.

In the event of an emergency, be prepared to get to safety, or help others to help you, by regularly practicing emergency exit drills.

Maintain a list of medications, allergies, special equipment, names and numbers of doctors, pharmacists and family members with you at all times.

Keep extra medication with your emergency supplies.

Keep extra emergency supplies at your bedside and by your wheelchair.

Have walking aids near you at all times. Place extra walking aids in different rooms of the house.

Put a security light in each room. These lights plug into any outlet and light up automatically if there is a loss of electricity. They continue operating automatically for four to six hours, and they can be turned off by hand in an emergency.

Have a whistle near you to signal for help.

Find two people you trust who will check on you after an earthquake or other disaster. Tell them your special needs. Show them how to operate any equipment you use. Show them where your emergency supplies are kept. Give them a spare key.

During and After A Disaster

During an earthquake or explosion, if you are in bed or out of a wheelchair, stay where you are and cover your head and neck.

If you are in a wheelchair during an earthquake or explosion, stay in it and go into a doorway that doesn't have a door. Cover your head and neck with your hands. If possible, stay away from windows that may shatter.

Prepare to be self-sufficient for at least three days.

Turn on your portable radio for instructions and news reports. For your own safety, cooperate fully with public safety officials and instructions.

Prepare for aftershocks following an earthquake.

If you evacuate your home, leave a message at your home telling family members and others where you can be found.

More Disaster Preparedness Resources

- National Council on Disability: www.ncd.gov
- California Foundation for Independent Living Centers www.cfilc.org

Tips for the Elderly

Before a Disaster

Eliminate hazards. Make it as easy as possible to quickly get under a sturdy table or desk for protection during an earthquake or explosion.

Anchor special equipment such as telephones and life support systems. Fasten tanks of gas, such as oxygen, to the wall.

Keep a list of medications, allergies, special equipment, names and numbers of doctors, pharmacists and family members. Make sure you have this list with you at all times.

Keep an extra pair of eyeglasses and medication with emergency supplies.

Keep walking aids near you at all times. Have extra walking aids in different rooms of the house.

Put a security light in each room. These lights plug into any outlet and light up automatically if there is a loss of electricity. They continue operating automatically for four to six hours, and they can be turned off by hand in an emergency.

Make sure you have a whistle to signal for help.

Keep extra batteries for hearing aids with your emergency supplies. Remember to replace them annually.

Keep extra emergency supplies at your bedside.

During and After a Disaster

Find two people you trust who will check on you after an emergency. Tell them your special needs. Show them how to operate any equipment you use. Show them where your emergency supplies are kept. Give them a spare key.

During an earthquake or explosion, if you are in bed or sitting down, do not get up.

If you are standing, duck and cover or sit down. You could be thrown to the floor if you are standing.

During a fire, make sure you are ready to Stop, Drop and Roll to protect yourself.

Practice emergency exit drills in the house (EDITH) regularly.

Prepare to be self-sufficient for at least three days.

Turn on your portable radio for instructions and news reports. For your own safety, cooperate fully with public safety officials and instructions.

Prepare for aftershocks after an earthquake.

If you evacuate, leave a message at your home telling family members and others where you can be found.

Disaster Preparedness for Your Pets

Have an Emergency Pet Care Plan

- ▲ If you evacuate, take your pet with you. Most emergency shelters do not allow animals, so have a plan for your pet. Safe places to take your pet may include homes of friends or relatives, pet friendly hotels, pet kennels or veterinary facilities. Prepare a list of contact numbers in advance. Contact your local animal control facility for information in your area.
- ▲ Choose a designated care giver, such as a neighbor, friend or relative to care for your pet in the event that you are unable to do so.
- ▲ Affix a Rescue Alert Sticker to the front of your residence. The sticker should include the types and number of pets in your house and veterinarian information.
- ▲ Ensure that your pet wears a collar with a rabies tag at all times. Consult your veterinarian about permanent identification, such as microchipping, or registration with a pet recovery database.

Assemble a Pet Emergency Kit Including:

- ▲ Leash, harness and / or Pet carrier
- ▲ 1-Week supply of food and water with bowls
- ▲ Medications and pet first aid kit
- ▲ Copies of vaccination, medical records and a photo of you and your pet (for identification) in a waterproof container
- ▲ Plastic bags, disinfectants, paper towels and for cats, a litter box
- ▲ Blankets, toys and treats

During an Emergency

- ▲ Keep your pets on hand at the first sign of an emergency. Don't allow your pets to

roam loose following a disaster.

- ▲ Call ahead to make arrangements for boarding your pet outside the danger area.
- ▲ Keep your pet emergency kit close at hand.

How to Secure Your Furniture

- ▲ **Secure Tabletop Objects**
- ▲ TVs, stereos, computers, lamps and chinaware can be secured with buckles and safety straps attached to the tabletop (which allows for easy movement of the units when needed) or with hook and loop fasteners glued to both the table and the unit.
- ▲ Glass and pottery objects can be secured with nondrying putty or microcrystalline wax.

Secure Overhead Objects

- ▲ Ceiling lights and fans should be additionally supported with a cable bolted to the ceiling joist. The cable should have enough slack to allow it to sway.
- ▲ Framed pictures, especially glass-covered, should be hung from closed hooks so that they can't bounce off. Only soft art such as tapestries should be placed over beds and sofas.

Secure Items in Your Kitchen

- ▲ Use child-proof latches, hook and eye latches or positive catch latches, designed for boats, to secure your cabinet doors.
- ▲ Make sure your gas appliances have flexible connectors to reduce the risk of fire.
- ▲ Secure your refrigerator to prevent movement.
- ▲ Anchor Your Furniture.

- ▲ **Protect Yourself from Broken Glass.**
- ▲ **Secure the tops of all top-heavy furniture such as bookcases and file cabinets to the wall. Be sure to anchor to the stud, not just to the plasterboard. Flexible fasteners such as nylon straps allow tall objects to sway without falling over, reducing the strain on the studs.**
- ▲ **You must secure the contents of your home or office to reduce hazards, especially during shaking from an earthquake or explosion. You should secure anything heavy enough to hurt you if it falls on you. Here are steps you should take to secure your possessions.**
- ▲ **Replace your windows with ones made from safety glass or cover them with a strong shatter-resistant film. Be sure you use safety film and not just a solar filter.**

SPECIFIC DISASTER CONSIDERATIONS

Earthquake:

Prior to any earthquake, each resident should preplan and practice steps they will take in the event of an earthquake. Manufactured home owners/residents need to know the physical location of piers/supports under their homes. During a severe earthquake, manufactured homes have been known to drop off their supports and these supports may come through the floor causing physical damage above. In order to avoid injury, residents must know the location of the supports and where safe areas are located within their manufactured homes.

Before an Earthquake: Home Hazard Hunt

In a disaster, ordinary items in the home can cause injury and damage. Anything that can move, fall, break or cause a fire is a potential hazard.

- ▲ **Repair defective electrical wiring and leaky gas connections.**

- ▲ **Fasten shelves securely and brace overhead light fixtures.**
- ▲ **Place large, heavy objects on lower shelves.**
- ▲ **Hang pictures and mirrors away from beds.**
- ▲ **Strap water heater to wall studs.**
- ▲ **Repair cracks in ceilings or foundations.**
- ▲ **Store weed killers, pesticides and flammable products away from heat sources.**
- ▲ **Place oily polishing rags or waste in covered metal cans.**
- ▲ **Clean and repair chimneys, flue pipes, vent connectors and gas vents.**
- ▲ **Be sure your manufactured home is installed in accordance with the manufacturer's instructions and all applicable state regulations and requirements.**

During An Earthquake

- ▲ **If indoors, stay there. Take cover under any sturdy piece of furniture such as a table or desk, or stand in a corner or a doorway, or get up on a bed or couch that is against a wall.**
- ▲ **If outdoors, find an open area and remain there until the earthquake stops. Stay away from trees, brick or block walls, tall buildings, bridges, underpasses, power poles and electrical lines.**
- ▲ **If in a high-rise building, stay away from windows and outside walls. Get under a desk or table. Do not use elevators.**
- ▲ **If driving, pull over to the side of the road and stop. Avoid overpasses and power lines. Stay inside your car until the shaking is over.**
- ▲ **If in a crowded public place, do not rush for the doors. Crouch and cover your head and neck with your hands and arms.**
- ▲ **Stay away from windows or ceiling objects such as lighting fixtures.**
- ▲ **Do not light matches or candles.**
- ▲ **Do not turn on electrical equipment of any kind.**

- ▲ Use only battery operated flash lights and radios.
- ▲ Listen to a self contained (battery operated) radio for emergency instructions.
- ▲ Confine and secure all pets so they will not hamper emergency service employees in the performance of their duties.

After An Earthquake

Unless there is an immediate, life-threatening emergency, do not attempt to use the telephone. *After a quake, be sure to:*

- ▲ Check for gas and water leaks, broken electrical wiring or sewage lines. If there is damage, turn the utility off at the source and immediately report gas leaks to your utility company. Check for downed power lines; warn others to stay away.
- ▲ Check your building for cracks and damage, including the roof, chimneys and foundation.
- ▲ Turn on your portable radio for instructions and news reports. For your own safety, cooperate fully with public safety officials and follow instructions.
- ▲ Do not use your vehicle unless there is an emergency. Keep the streets clear for emergency vehicles.
- ▲ Be prepared for aftershocks.
- ▲ Stay calm and lend a hand to others.
- ▲ If you evacuate, leave a message at your home telling family members and others where you can be found.

Fire:

Fire spreads quickly and the entire structure may rapidly become engulfed in flames. There are steps you can take to minimize the dangers associated with fires and improve your family's chances of survival should a fire erupt in your manufactured home.

Before a Fire

- ▲ **Be sure you have properly operating smoke detectors on each floor of your home. Clean and test them at least once a month. If one or more of your smoke detectors are battery operated, replace the batteries annually or more often if necessary. An easy to remember schedule is to change your batteries to coincide with daylight savings time.**
- ▲ **Plan, with the whole family, at least two escape routes from your manufactured home.**
- ▲ **Practice fire drills regularly, using a smoke detector as a signal to start the drill. Follow your escape plan.**
- ▲ **Be sure your heating and electrical systems are properly maintained and in good working order. Change the heating filters as recommended by the heater manufacturer.**
- ▲ **Carefully follow the instructions on all appliances and heating units, taking special care not to overload your electrical system.**
- ▲ **Check electrical outlets. Do not overload outlets.**
- ▲ **Be especially careful when displaying your holiday decorations.**
- ▲ **Keep matches, lighters, and candles away from small children. Children tend to be curious about fire and tend to hide when frightened. Fire drills are most important for children between the ages of 2 and 12 years old.**
- ▲ **Plan two escape routes out of each room in your home.**
- ▲ **Practice fire drills at least twice a year.**
- ▲ **Teach family members to stay low to the ground when escaping from a fire.**

- ▲ If you must exit through smoke, crawl low under the smoke.
- ▲ Teach family members never to open doors that are hot. In a fire, feel the bottom of the door with the palm of your hand. If it is hot, do not open the door. Find another way out.
- ▲ Keep a whistle in each bedroom to awaken household in case of fire.
- ▲ Purchase and learn how to use a fire extinguisher (5 lb., A-B-C type).
- ▲ Have a collapsible ladder on each upper floor of your house.
- ▲ Consider installing home sprinklers.
- ▲ Insure your personal property. Shop around for a company that best meets your needs for renter's or home owner's insurance.
- ▲ Store important documents, such as birth certificates, marriage licenses, social security cards, and insurance papers, in a fire-proof box or in the refrigerator, or rent a safety deposit box at your local bank.
- ▲ Make an itemized list of your personal property, including furniture, clothing, appliances, and other valuables. If available, make a video tape of your home and your possessions. Keep the list and/or tape up-to-date and store them along with the other important documents.

In Case of Fire

- ▲ Immediately assess the problem (where, extent involved) to assist you in exiting away from the fire source
- ▲ **Know how to use a fire extinguisher**
- ▲ **Get everyone out of the house immediately**
- ▲ Without risk to any person, get pets out of the house
- ▲ **Call 9-1-1** or the Fire Department then call the park office (from a neighbors phone) and:
 1. **Give: your name, telephone number you are calling from, park address, space number where the fire is, any helpful locational directions.**

2. Describe the type/nature of the fire (gas, wood, chemical, electrical).
3. State that the fire is in a manufactured home and report any known injuries.
4. **Turn off the gas and electricity at the home(s) affected.**
5. Tell all residents near the fire source to stand ready with water hoses to wet down their homes or adjacent building(s) in case of traveling sparks.
6. Make sure all occupants have left the affected home and immediately let the fire department personnel know if any disabled person(s) or anyone not accounted for and may still be in the residence.
7. Never go back into a burning home.
8. If smoky conditions are present, remember that smoke rises and stay as close to the floor as possible. Before exiting through a door, feel the bottom of the door with the palm of your hand. If it is hot, find another way out. Never open a door that is hot to the touch.
9. Should your clothing catch fire: first drop ... then roll. Never run. If a rug or blanket is handy, roll yourself up in it until the fire is out.
10. If trapped on an upper floor, hang something out of a window to signal rescuers.

Floods:

Before a Flood

- ▲ Know the elevation of your property in relation to nearby streams, rivers, and lakes.
- ▲ Have several escape routes planned.
- ▲ The National Weather Service continuously broadcasts updated weather conditions, warnings and forecasts on National Oceanic Atmospheric Administration (NOAA) weather radios. A NOAA radio may be purchased at radio or electronic stores. Local broadcast stations transmit Emergency Alert System messages which may be heard on standard radios.
- ▲ When rising water threatens, move everything possible to higher ground.
- ▲ If flooding is imminent and time permits, turn off main electrical switch. Disconnect all electrical appliances. Cover outlets with tape.
- ▲ Prepare and maintain your Family Disaster Supplies Kit.
- ▲ Most standard residential insurance policies do not cover flood loss.
- ▲ In flood-prone areas, the National Flood Insurance Program makes flood insurance available for manufactured homes on foundations. See your insurance broker for details.
- ▲ Secure your Liquefied Petroleum Gas Containers. One option is to secure the tanks with stainless steel straps that connect to auger anchors in the ground.
- ▲ Strap and secure your hot water heater.

During A Flood

- ▲ Take all flood warnings seriously. Do not wait. Get to higher ground immediately as flood waters often rise faster than expected.
- ▲ If time permits, take all important papers, photographs, medicines, and eye-glasses.
- ▲ If one escape route is not passable do not waste any time - try another route or back track to higher ground.

- ▲ **Use travel routes specified by local officials. Never drive through flooded roadways. Do not bypass or go around barricades.**
- ▲ **Wear life preservers if possible. Wear appropriate clothing and sturdy shoes.**
- ▲ **Avoid any contact with flood water. Flood water may be contaminated and pose health problems. If cuts or wounds come in contact with flood waters, clean the wound as thoroughly as possible.**
- ▲ **Take your Family Disaster Supplies Kit with you.**
- ▲ **Lock your home before leaving.**
- ▲ **When you reach a safe place, call your pre-determined family contact person.**

After a Flood

- ▲ **Return home only after authorities say the danger of more flooding is over.**
- ▲ **Do not drink tap water unless it is declared safe. Boil water if unsure.**
- ▲ **If fresh food has come in contact with flood waters, throw it out.**
- ▲ **Do not turn on main electrical switch. First have the electrical system checked by a professional.**
- ▲ **A flood can cause emotional and physical stress. You need to look after yourself and your family as you focus on cleanup and repair.**
- ▲ **Rest often and eat well. Keep a realistic and manageable schedule. Make a list and do jobs one at a time.**
- ▲ **Contact the American Red Cross and get a copy of the book *Repairing Your Flooded Home*. The book will tell you how to safely return to your home and begin the recovery process.**

Tornado:

Although tornados are not a common occurrence in California, they have been reported. In some areas, high wind may be expected. Keep alert. Listening to weather forecasts on the radio and television is important when you are trying to stay informed. A weather radio might be helpful. Keep in mind that when a tornado watch is issued, it means conditions are favorable for a tornado to form. When a warning is issued, it means one has been spotted in the area.

Before a Tornado

- ▲ Pay close attention to weather reports. Know the difference between a tornado watch (when conditions are ripe for a tornado to form) and a tornado warning (when a tornado has been spotted in the area or a severe weather event is occurring or imminent).
- ▲ Plan where to go during severe weather - leave your manufactured home. Go to a friend or relative's basement, or go to the lowest level of a permanent structure such as the community club house. Stay in the center of the building, away from windows.

During a Tornado Warning

- ▲ When a tornado warning has been issued, leave your manufactured home immediately. Go to your pre-determined safe place.
- ▲ If no shelter is available, go outside in the open. Lie face down in a low area or ditch with your hands covering the back of your head and neck. Be aware of possible flooding or flying debris. Do not try to outrun the tornado, tornadoes don't last long, and you are much safer lying down.
- ▲ Be sure to keep a transistor radio - with working and extra batteries handy.
- ▲ Keep your Family Disaster Supplies Kit near an exit door.

Tsunami:

Although tsunamis are not a common occurrence in California, they could be possible in the event of a high magnitude earthquake. Tsunamis are large ocean waves generated by major earthquakes beneath the ocean floor or major landslides into the ocean. Tsunamis caused by nearby earthquakes may reach the coast within minutes. Tsunamis are not one large wave but a series of waves.

People on the beach or in low coastal areas need to be aware that a tsunami could arrive within minutes after a severe earthquake. The tsunami danger period can continue for many hours after a major earthquake. Tsunamis also may be generated by very large earthquakes far away in other areas of the ocean. Waves caused by these earthquakes travel at hundreds of miles per hour, reaching the coast several hours after the earthquake. The International Tsunami Warning System monitors ocean waves after any Pacific earthquake with a magnitude greater than 6.5. If waves are detected, warnings are issued to local authorities who can order the evacuation of low-lying areas if necessary.

During a Tsunami Warning

- ▲ Turn on your radio to learn if there is a tsunami warning if an earthquake occurs and you are in a coastal area.
- ▲ When a tsunami warning has been issued, leave your manufactured home immediately. Move inland to higher ground immediately and stay there.
- ▲ Stay away from the beach. Never go to the beach to watch for a tsunami. If you can see the wave you are too close to escape it.
- ▲ If there is a noticeable recession in water away from the shoreline, this is nature's warning of a tsunami which should be heeded. Be sure to move away immediately.
- ▲ Save yourself, not your possessions.
- ▲ When you reach a safe place, call your pre-determined family contact person.

FIRST AID

- Information on first aid can be found in your local phone book or by contacting the American Red Cross.
- Utilize known persons who are medically trained (such as Doctors, Nurses, or people medically trained in CPR and first aid) to assist in administering first aid to those injured.
- If the injured individual(s) are in imminent danger they should carefully be moved to a safe location to administer first aid. In the case where injuries are severe and movement could cause further injuries, do not move the injured. Make the injured person(s) as comfortable as possible and wait for emergency personnel.
- Before emergencies, prepare a first aid kit. Have the kit in an easy to locate place. Make sure all family members know the location of the kit.

Sample First Aid Kit:

- Sterile adhesive bandages (assorted sizes)
- 2- and 4-inch sterile gauze pads (4-6 each)
- Hypoallergenic adhesive tape
- Triangle bandages (3)
- 2 and 3-inch sterile roll bandages (3 each)
- Scissors
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Thermometer
- Tongue blades (2)
- Petroleum jelly or other lubricant
- Safety pins (assorted sizes)
- Cleansing agent/soap
- Latex gloves (2 pairs)
- Sunscreen
- Aspirin
- Syrup of Ipecac
- Activated charcoal (use only if advised by the Poison Control Center)

Family Disaster Supplies Kit:

Government and Relief Agencies estimate that after a major disaster, it could take up to three days for relief workers to reach some areas. In such cases, a 72 hour disaster supply kit could mean the difference between life and death. In other emergencies, a 72 hour disaster supply kit means the difference between having a miserable experience or one that's like a pleasant family camp out. In the event of an evacuation, you will need to have items in an easy-to-carry container like a backpack or duffle bag.

Consider these general categories for preparedness:



- 3-5 gallons of water (one gallon of water per person per day)
- Method of water purification
- Food: ready-to-eat canned meats, fruits, and vegetables; canned juices, milk, soup; high energy foods - peanut butter, jelly, crackers, granola bars, trail mix; specialty foods for infants, elderly persons or persons on special diets;
- comfort/stress foods - cookies, hard candy, sweetened cereals, lollipops, instant coffee, tea bags; vitamins
- Matches in a waterproof container
- Second method of starting a fire
- Tent/shelter
- Wool-blend blankets or sleeping bags (1 per person)

- **Emergency reflective blanket**
- **Lightweight stove and fuel**
- **Hand and body warm packs**
- **Rain poncho**
- **Light sources**
- **Flashlight, batteries, and extra batteries**
- **Candle**
- **Light sticks**
- **Tools (pliers, hammer, screw drivers, bolt cutters)**
- **Pocket/utility knife**
- **Shovel**
- **Hatchet or axe**
- **Sewing kit**
- **50-foot nylon rope**
- **Personal comfort kit (include soap, toothbrush, toothpaste, comb, tissue, razor, deodorant), and any other needed items**
- **Extra Clothing (include at least one complete change of clothing and footwear per person per day) extra socks, underwear, hat, gloves, and sturdy shoes**
- **Mess kits, paper cups, plates and plastic utensils**
- **Cash (at least \$20) or traveler's checks, change for phone calls**
- **Non-electric can opener**
- **Fire extinguisher: small canister, ABC type**
- **Important family papers (copies of birth certificates, marriage licenses, wills, insurance forms, phone numbers, credit card information, financial records, veterinarian records, extra keys for your house and car, family documents**
- **First aid kit and supplies**
- **Burn gel and dressings**
- **Bottle of potassium iodide tablets**
- **Radio, batteries, and extra batteries**
- **Whistle with neck cord**
- **Personal sanitation equipment**
- **Signal flare**
- **Household chlorine bleach**
- **Special or prescription medication**
- **Baby items - formula, diapers, bottles, powdered milk, medications, and favorite security items**
- **Games, books, toys**
- **Sun block/sun glasses**
- **Portable toilet**

- Insect repellent
- Tape
- Compass
- Aluminum foil
- Contact lenses and supplies; a spare set of contacts or glasses if available

You should inspect your kit at least twice a year. Rotate food and water every six months. Check children's clothing for proper fit. Adjust clothing for winter or summer needs. Check expiration dates on batteries, light sticks, warm packs, food and water. Keep a light source stored in the top of your kit for easy access in the dark.

Your kit should be in a portable container located near an exit of your house. A large plastic garbage can with a lid makes an excellent storage container. Make sure you have not overloaded your kit as you may have to carry it long distances to reach safety or shelter.

You may want to have a backpack or duffle bag for each family member and divide up the rations in the event that family members are separated during evacuation or the disaster.

Contacts:

The following is a partial listing of contact agencies who supplied information for this guidance and may be able to provide additional emergency information.

<u>Agency:</u>	<u>Telephone Number:</u>
State-Federal Flood Operations Center	(800) 952-5530
Office of the State Fire Marshall	(916) 262-1870
Department of Water Resources Flood Forecasting	(916) 574-2612
Department of Housing and Community Development (HCD) Division of Codes and Standards Manufactured Housing Section	(916) 445-3338
HCD Northern Area Office 8911 Folsom Blvd., Sacramento, CA 95826	(916) 255-2501

HCD Southern Area Office
3737 Main Street, Suite 400,
Riverside, CA 92501 (909) 782-4420

Governor's Office of Emergency Services
Mutual Aid Region I: Encompasses
the counties of San Luis Obispo,
Santa Barbara, Ventura, Los Angeles,
and Orange (562) 795-2900

Mutual Aid Region II: Encompasses
the counties of Del Norte, Humboldt,
Mendocino, Lake, Sonoma, Napa,
Marin, Solano, San Francisco,
Contra Costa, San Mateo, Alameda,
Santa Cruz, Santa Clara, Monterey,
San Benito (510) 286-0895

Mutual Aid Region III: Encompasses
the counties of Siskiyou, Modoc,
Trinity, Shasta, Lassen, Tehama,
Plumas, Glenn, Butte, Sierra,
Colusa, Sutter, Yuba (916) 224-4835

Mutual Aid Region IV: Encompasses
the counties of Nevada, Placer, Yolo,
El Dorado, Sacramento, Amador,
Calaveras, Alpine, San Joaquin,
Stanislaus, Tuolumne (916) 262-1772

Mutual Aid Region V: Encompasses
the counties of Merced, Mariposa,
Madera, Fresno, Kings, Tulare, Kern (209) 445-5672

Mutual Aid Region VI: Encompasses
the counties of Mono, Inyo, San
Bernardino, Riverside, San Diego,
Imperial (562) 795-2900

Western Propane Gas Association
2131 Capitol Avenue, Suite 206
Sacramento, CA 95816 (916) 447-WPGA (9742)

American Red Cross

Disaster Assistance Division	(916) 368-3130
Earthquake Preparedness Center of Expertise Attn: CESP-D-CO-EQ 211 Main Street San Francisco, CA 94105-1905	(415) 744-2809
Western Mobile Home Park Owners Association 455 Capital Mall Sacramento, CA 95814	(916) 448-7002
California Mobilehome Resource & Action Association (CMRAA) 3381 Stevens Creek Blvd., Suite 210 San Jose, CA 95117	(408) 244-8134
National Weather Service (NWS) 3310 El Camino Avenue, Room 226 Sacramento, CA 95821	(916) 979-3041
American Red Cross	www.redcross.org
Centers for Disease Control	www.cdc.gov
Disaster Help	www.disasterhelp.gov
Federal Emergency Management Agency	www.fema.gov
U.S. Department of Homeland Security	www.ready.gov
Emergency Preparedness for Home and Business:	http://www.oes.ca.gov/Operational/OESHome.nsf/a0f8bd0ee918bc3588256bd400532608/06a6f8ffce99346b88256cd20079918d
Humane Society of the United States	www.hsus.org/disaster
Community Animal Response and Evacuation Group	http://evacuatemypet.com/index.html
California Animal Shelters	www.cacda.org/shelters.cqs

**California Department of Food and
Agriculture Downloadable Animal
Disaster Preparedness Brochures**

[www.cdfa.ca.gov/ahfss/ah/disaster_
prep_Brochures.htm](http://www.cdfa.ca.gov/ahfss/ah/disaster_prep_Brochures.htm)

Listing of Hotels that Allow Pets

www.petswelcome.com/

FEMA Pet Preparedness

www.fema.gov/plan/prepare/animals.shtm

**American Society for the Prevention of
Cruelty to Animals Disaster
Preparedness**

[www.asPCA.org/site/PageServer?pagename
=disaster](http://www.asPCA.org/site/PageServer?pagename=disaster)

Humane Society Disaster Preparedness

[www.hsus.org/hsus_field/hsus_
disaster_center/](http://www.hsus.org/hsus_field/hsus_disaster_center/)

**Centers for Disease Control and Prevention
- Protecting Pets in an Emergency**

www.bt.cdc.gov/disasters/petprotect.asp

United Animal Nations

www.uan.org/index.cfm?navid=27

US Search and Rescue Task Force

www.ussartf.org/pets_and_disasters.htm

**Appreciation is Expressed to the
Montgomery County Advanced Practice
Center for Public Health Emergency for
their cooperation and assistance.
Montgomery County, Md.**

www.montgomerycountymd.gov

Regulations: **The Law**

You should be familiar with the current governing regulations and requirements for parks in a floodway. California Code of Regulations Title 23, Section 114 outlines the existing general evacuation procedures for mobilehome and recreational vehicle parks in a floodway.

§ 114. Mobile Home Parks and Recreational Vehicle Parks.

- (a) The following definitions apply to this section:
 - (1) Existing Mobile Home Park –means any area within a floodway on which two or more mobile homes have been maintained prior to the adoption of the area as an authorized flood control project, as a plan of flood control, or as a designated floodway.
- (b) Mobile home parks are subject to the following requirements:
 - (1) New mobile home parks are not permitted within an adopted plan of flood control except in floodway areas classified as zone B as described in § 113.
 - (2) New mobile home parks are not permitted on a levee section or within ten feet of a levee toe.
 - (3) Existing mobile home parks located within an adopted plan of flood control may remain if a permit from the Reclamation Board has been obtained, a current implementable evacuation plan is on file with the board, and the following criteria continue to be enforced:
 - (A) The locations of all structures, mobile homes, recreational vehicles, and appurtenances are shown on the evacuation plan.
 - (B) The location of the river staff gauge and the gauge height that will indicate an evacuation of a mobile home park are shown on the evacuation plan.
 - (C) The number of tow vehicles and the usual location of such tow vehicle to be used to evacuate a mobile home park are shown on the evacuation plan.
 - (D) The locations of emergency storage areas outside the floodway for the mobile homes, recreational vehicles, portable and floatable structures are shown on the evacuation plan.
 - (E) The route to be used to evacuate mobile homes from a mobile home park to the emergency storage area is shown on the evacuation plan.
 - (F) After the initiation of an evacuation, all mobile homes not anchored in place and all recreational vehicles, and portable and floatable structures are removed from the floodway within the time period specified in the evacuation plan.
 - (G) Existing multiple-wide mobile homes, unless specially designed

- for quick removal, are anchored in place with concrete deadmen.
- (H) New multiple-wide mobile homes, unless specially designed for quick removal, are not permitted.
 - (I) A copy of the evacuation plan is provided to all residents of the mobile home park.
 - (J) The park permittee or the manager has a duplicate of all keys necessary to move a mobile home and a signed statement allowing the removal of an absentee owner's mobile home during an emergency evacuation.
 - (K) The permittee of a mobile home park accepts sole responsibility for initiating an evacuation of the park.
 - (L) Mobile homes not anchored in place, all portable structures, and recreational vehicles have axles, wheels, and any required tow hitch installed, and are in a readily movable condition at all times.
 - (M) Any related structures, such as laundry rooms or storage buildings, are securely anchored to prevent floatation during high water and are not utilized for human habitation.
 - (N) If significant flood damage occurs to any of the mobile homes or other park structures due to failure of the evacuation plan or its execution, the park may not continue operating without approval of the board.

[California Code of Regulations, Title 23 § 114, subds. (a) and (b)]

1994 Uniform Fire Code: Standard 82-1 (g) Where necessary to prevent flotation due to possible high flood waters around aboveground containers, or high water table for those underground, containers shall be securely anchored.

FREQUENTLY ASKED QUESTIONS

Q. *What should I do to be prepared in case of an emergency?*

- A. Everyone should prepare an "emergency response plan" for themselves for both home and office. This plan should include lists of who you will contact outside of the area should an emergency occur, family emergency numbers, school contacts, an emergency meeting place for the family, and local contacts. Be sure to include other**

pertinent information such as medical information, medications and physician/pharmacy phone numbers. Be sure to discuss the plan with your loved ones and coworkers.

You should also be prepared to "shelter-in-place" for three days (for example, in preparation for a major snowstorm). To shelter comfortably, you will need a disaster supply kit as defined above (all the items you normally use that you would need for 3 days should an emergency occur)

Q. Why is planning so important?

- A.** It is everyone's responsibility to be prepared for any emergency. Initially, emergency services will be consumed with responding to the disaster. It is up to each of us to prepare. Planning in advance will help you, your family, and friends manage an emergency in a calm and effective way, which will help keep you safe.

Q. How can I obtain information in an emergency?

- A.** There are several sources for emergency information:
- . Local television and radio stations, which will broadcast emergency alerts
 - . Emergency announcements broadcast on weather alert radios, which are available for purchase at stores that carry home electronics. For more information about weather alert radios, visit www.nws.noaa.gov/nwr

Q. What if the City has to be evacuated? What will the City do for me?

- A.** In the unlikely event that an evacuation is ordered, communication to the public is of the utmost importance. An evacuation order would specify the perimeters of the area to be evacuated and direct residents to the available shelters. Residents of areas that are not in the evacuation area would be directed to stay where they are (shelter-in-place).

Q. If we have to evacuate or relocate, will the City provide shelters?

- A.** There may be numerous facilities that are equipped to serve as shelters. Contact the City to determine this. These locations are not published in advance, as many factors will determine which shelters(s) would be opened. Some of these factors include the size and severity of the disaster, the disaster location and the number of people needing shelter. When the determination is made to open a shelter, the community will most likely be notified through the media.

Q. What can community members do to help evacuate themselves and others?

- A. Maintain your sense of community. Use your vehicle to provide transportation to others. Do not add to traffic gridlock. If you are not in an area affected by the evacuation, stay where you are, shelter-in-place. Listen to the media for updates as circumstances change.**