



# Are You Prepared?

*A Guide to Emergency Preparedness for Sacramento County*



**UC DAVIS**  
HEALTH SYSTEM

# Acknowledgements

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“Are You Prepared?” is the result of a collaboration between the UC Davis Health System and several emergency response agencies and departments in Sacramento County. Participants in this project were:

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## Who is this Guide for?

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Each resident, working with those in public safety and health, can benefit from this guide. It is intended to be a tool that will assist you in making emergency preparedness a part of your daily life. The events of September 11, 2001, demonstrated the undeniable need for all Americans to be better prepared for emergencies and disasters of all kinds. Although the threat of terrorism is relatively new to us in the United States, there have and always will be, the potential for harm from other events - from both nature and humans - for which we all need to be prepared.

This guide is intended to serve as a single source of information regarding emergency preparedness that families and individuals in Sacramento County may use to keep themselves ready for any kind of disaster. There is a wealth of valuable information available from other excellent sources, but we believe it is worthwhile -- and most useful to county residents -- to pull together the best of the material relating to preparedness in a single publication. "Are You Prepared?" provides tips for being prepared at home, school, work and in public places.

We hope that you and your family will review the information contained in this guide, note the elements that are most important to you, and then keep it nearby for handy reference.

- At the back of this guide there is space to write down important personal telephone numbers in case of an emergency or evacuation and there are "cutout" wallet cards that you may give to family members or relatives that contain important local emergency telephone numbers as well as space for you to enter your personal emergency numbers and contact information.
- There are instructions for preparing a first aid kit, a "go kit" with supplies to be taken with you in case of an evacuation, and a summary of basic CPR and first aid instructions.
- There are tips for reporting emergencies, actions to take in case you are advised to shelter in place or evacuate, actions to take in case of a flood or earthquake, information on the threat of terrorism and many other emergency preparedness topics.
- Telephone numbers and Internet addresses are included throughout the guide to allow you to find updates and more detailed information.
- You may view this guide online and print additional copies at [www.ucdmc.ucdavis.edu/areyouprepared/](http://www.ucdmc.ucdavis.edu/areyouprepared/)

We hope you will use this guide to make emergency preparedness a part of your daily life and, in the process, help make your neighborhood and community safer places to live.

## Important Local Phone Numbers

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**For emergencies in Sacramento County, dial**  
**From cell phones, dial (916) 874-5111**



**For non-emergency assistance:**

Sacramento County Operator.....	(916) 875-5000
Sacramento County Sheriff's Department.....	(916) 874-5115
Sacramento City Police.....	(916) 264-5471
Elk Grove Police Department.....	(916) 714-5115
Citrus Heights Police Department.....	(916) 486-1114
Rancho Cordova.....	(916) 874-5115
Folsom.....	(916) 355-7230
Isleton.....	(916) 777-7774
Galt.....	(209) 366-7000

# Reporting Emergencies



# Reporting Emergencies

## Before calling...

Call-takers cannot send help if they do not know where you are located.



Take a moment to find out the location from where you are calling.

## When calling 9-1-1

- ◆ A well trained call-taker will answer the phone.
- ◆ Wait for the call-taker to ask you questions.
- ◆ If possible, have the victim or witness at the phone.



**Don't actually call 9-1-1 to "practice" with your children.** Help your children practice dialing and talking to 9-1-1 by playing the 9-1-1 game on the web at: [www.firepals.org/KSN/911N.html](http://www.firepals.org/KSN/911N.html)

## CALL 9-1-1 WHEN YOU:

- ◆ See fire.
- ◆ Smell smoke or gas.
- ◆ See or hear an explosion.
- ◆ See or have a need for medical assistance.
- ◆ See a suspicious person in or leaving a secured area.
- ◆ See a person with a weapon.
- ◆ See a suspicious package in a public area.
- ◆ See someone being forcibly detained or taken against his or her will.
- ◆ See or become aware of an immediate threat to life and/or property.
- ◆ See something that is noticeably different which may present a threat.



## WHEN CALLING 9-1-1 BE PREPARED TO ANSWER THESE QUESTIONS

- ◆ What is the address where the incident occurred?
- ◆ Is the location a house, apartment or business?
- ◆ What address are you calling from?
- ◆ What is your name?
- ◆ What is your phone number?
- ◆ When did the incident occur?
- ◆ Can you describe the suspect (if applicable)  
Race, sex, age, height, weight, hair, glasses, clothing, etc.
- ◆ What was the suspect's mode of travel?  
On foot, bike, vehicle, cab, etc.
- ◆ Did the suspect have a weapon—what type?  
Revolver, semi-automatic pistol, knife, pepper spray, etc.
- ◆ Where was the suspect when you last saw him/her and which direction were they traveling? (north, south, east, west, etc.)

## IF IT IS SAFE TO DO SO...

### Observe the Suspect

- ◆ Observe without staring.
- ◆ Start at the top of the head.
- ◆ The more detail the better.
- ◆ Note unique features.
- ◆ Write down details before you start to forget.

### Observe the Vehicle

- ◆ Make/Model/Color
- ◆ Approximate year
- ◆ Body style
- ◆ Anything unique
- ◆ Licence plate number and state
- ◆ Direction of travel

# Emergency Alert System (EAS)

A photograph showing a woman with long, curly brown hair and two young boys sitting on a striped sofa, watching a television. The woman is on the left, and the boys are on the right. The television is in the background, displaying a blue screen. The scene is brightly lit, suggesting a sunny day.

# Emergency Alert System (EAS)

## Listen to local authorities

In an emergency, your local authorities will provide you with the most accurate information. Stay tuned to local radio and television for instructions.

## Loss of electrical power

- ◆ If you lose electrical power in an emergency situation and do not have a battery-operated radio use your vehicle radio (if it is safe to do so).
- ◆ Keep refrigerator and freezer closed as much as possible

## Shelter in place

At the time of an emergency, items needed to **SHELTER IN PLACE** will quickly be in short supply and there may not be time to run out to obtain the items you need. It is a good idea to inventory what supplies you have and where they are stored. Consider investing in a couple good quality painting drop cloths and a couple rolls of duct tape.

## Red Cross shelters

Red Cross shelters may be opened if a disaster affects a large number of people and/or the emergency is expected to last several days. Be prepared to go to a shelter if:

- ◆ there is a hazardous material emergency affecting your area
- ◆ flood water is rising
- ◆ your home has been severely damaged
- ◆ police and/or other local authorities tell you to evacuate.

Red Cross shelters provide food, temporary shelter and basic first aid free of charge to evacuees.

The EAS is a warning system to provide the public with immediate messages that affect life and property. The system allows for information to be issued to the public by means of radio, television and cable facilities. An EAS warning may be issued for only a few blocks, a large section of the city, county, region, several states or the entire nation. The EAS can carry national, state or local emergency warnings. All radio, television and cable facilities are required, by law, to issue federal warnings of natural or manmade emergencies. State and local emergency warnings, however, are broadcast on a voluntary basis.

## IF DISASTER STRIKES NEARBY

- ◆ Remain calm and be patient.
- ◆ Follow the advice of local emergency officials.
- ◆ Listen to your radio and television for news and instructions.
- ◆ Check for injuries.
- ◆ Give first aid and get help for seriously injured people.
- ◆ Check for damage using a flashlight. Do not use candles or turn on electrical switches.
- ◆ Check for fire and other potential hazards.
- ◆ Sniff for gas leaks—starting at the water heater. If you smell gas or suspect a leak, turn off the main valve, open windows and get outside quickly.
- ◆ Shut off any damaged utilities.
- ◆ Confine or secure your pets.
- ◆ If you have time—call your family contact to tell them where you are going and when you expect to arrive—and do not use the telephone again unless it is a life threatening emergency.
- ◆ Check on your neighbors—especially those who are elderly or disabled.

## IF YOU ARE ADVISED TO “SHELTER IN PLACE”

You may be advised by local officials to remain in your home or office (“shelter in place”) and protect yourself there. If so:

- ◆ Bring pets inside.
- ◆ Close and lock all windows and exterior doors.
- ◆ Turn off all fans, and heating and air conditioning systems.
- ◆ Close the fireplace damper.
- ◆ Locate your home disaster supplies kit (see page 9)
- ◆ Make sure the radio is working.
- ◆ Go to an interior room with the fewest windows/doors that is above ground level.
- ◆ In the case of a chemical threat, an above-ground level location is preferable because some chemicals are heavier than air and may seep into basements even when the windows are closed.
- ◆ Stay away from the windows.
- ◆ Listen to local radio (KFBK 1530 AM, KXJZ 88.9 FM or KSTE 650 AM) for further emergency information.





## IF YOU ARE ADVISED TO EVACUATE

If local authorities ask you to leave your home, they have good reason to make this request and you should heed their advice immediately. Listen to your radio or television for instructions. You will be directed to a specific location. Keep these tips in mind:

- ♦ Wear long-sleeved shirts, long pants and sturdy shoes.
- ♦ Take your disaster “go kit” (see page 9 for more information).
- ♦ Coordinate with your childcare provider.
- ♦ Prepare to relocate your pets (see sidebar page 11 for more information).
- ♦ Turn off electricity, water and propane gas service.
- ♦ Leave natural gas on (unless instructed otherwise).
- ♦ Secure your valuables.
- ♦ Lock your home.
- ♦ Use travel routes specified by local authorities—do not use “shortcuts.”
- ♦ Car pool when possible.
- ♦ Stay away from downed power lines.

## MULTI-FLOOR BUILDING EVACUATIONS

**In the event of an emergency in a building with multiple floors:**

- ♦ Leave the area quickly.
- ♦ Follow the emergency evacuation plan for that building.
- ♦ Test doors for heat before opening.
- ♦ In the event of a fire—never use elevators.
- ♦ Use the nearest fire and smoke-free stairwell.
- ♦ Crawl under smoke.



**If you are trapped in the building:**

- ♦ Stay calm.
- ♦ Go to a room with outside windows and a telephone.
- ♦ Stay where rescuers can see you.
- ♦ Wave a light-colored cloth.
- ♦ Open windows — but close if smoke rushes in.
- ♦ Stuff clothing or newspapers around door cracks.
- ♦ Provide assistance to others.
- ♦ For information on assisting people with disabilities during an evacuation go to the web at: [www.fema.gov/rrr/assistf.shtm](http://www.fema.gov/rrr/assistf.shtm)

## IF YOU ARE CAUGHT AT THE SCENE OF A HAZARDOUS MATERIAL INCIDENT

A hazardous material (HAZMAT) is any substance capable of causing harm to people, animals, property or the environment. A HAZMAT incident is an actual or potential accidental or purposeful release of a hazardous material. Communities located near chemical manufacturing plants are particularly at risk for HAZMAT incidents. However, hazardous materials are transported on our roads, rails and waterways daily, so any area is considered vulnerable to an accident.

- ♦ If you see an incident, call 9-1-1. If possible, provide the name and/or number to the call-taker to help identify the hazardous material (see side bar)
- ♦ Move uphill, upwind and upstream of the incident.
- ♦ Do not walk in or touch any spilled substance.
- ♦ Avoid inhaling gases, fumes or smoke.
- ♦ If possible, cover your mouth with a cloth while leaving.
- ♦ Have the fire department decontaminate you (if you are exposed) before you leave.

### Police patrol

In event of evacuation, local law enforcement will continue to patrol your neighborhood.

### How to shut off gas supply

(Do so ONLY if you notice structural damage to your house or smell or hear leaking gas)

1. The main shut-off valve is located next to your meter on the inlet pipe.
2. Use a crescent or pipe wrench and give the valve a quarter turn in either direction.

The valve will now run crosswise on the pipe. The line is closed

**DO NOT: Turn on the gas again; let the gas company do this**



### How to shut off electricity

1. Look closely at your circuit breaker box or fuse type box.
2. Be certain that you can turn off the electricity in an emergency



### Identifying hazardous materials

Vehicles carrying HAZMAT are required to display a placard that uses a system of numbers and words to identify the hazard class of the material being transported.



# Preparing For An Emergency

Being prepared for an emergency before disaster strikes involves learning as much as you can and making plans to act. Reading this booklet and following the tips you will receive is a good start. Continue to educate yourself by keeping up with current events.

## HOW TO PREPARE AT HOME

### General Emergency Preparedness

- ◆ **Keep a list of emergency services numbers handy.**  
Write down family contact information. Fill in family contact information on the other side of the Emergency numbers card. Make copies of the Emergency number cards provided in the back of this booklet (Appendix A p. 33-34) for yourself and family members. Keep a copy by the phone and in each family member's wallet.
- ◆ **Make a neighborhood directory and plan.**  
Include emergency contact information and plans for children and seniors who may be home alone during emergency situations. Identify neighbors who need additional help, such as young children, seniors and those with disabilities, and develop a plan to assist them in an emergency.
- ◆ **Make your house easy to find.**  
Make sure your street address number is large and well lighted so that emergency personnel can find your home quickly. Consider posting your address on the back of your home.
- ◆ **Organize a "HOME DISASTER SUPPLY KIT."**  
You may be asked to "shelter in place" for one or more days. Prepare a home disaster supply kit that you can organize quickly. Store items in easy to carry containers such as a backpack or duffle bag. Check batteries, change the stored water and rotate the food supplies every six months.
- ◆ **Organize a separate "GO KIT."**  
Include items that you would need if you were asked to "evacuate" your home. In such an instance, you do not need to include water or food-related items (unless you have special dietary needs). Do include extra clothing, cash, credit cards, prescriptions, eye glasses and personal items.
- ◆ **Review additional emergency preparedness resources**  
"Are You Ready" is an in-depth guide (over 100 pages) to emergency preparedness. It is available from FEMA on the internet at [www.fema.gov/areyouready/](http://www.fema.gov/areyouready/) or by calling 1-800-480-2520.

### Emergency Evacuation Plans

- ◆ **Develop and practice home evacuation plan.**  
Know what to do if you are instructed to evacuate your home or community. Every child and other member of your family should know at least two ways (if possible) to get out of your home in case of fire or other emergency. If you live in an apartment, know the evacuation plan. Agree on a place nearby to meet once everyone gets out.
- ◆ **Plan how to take care of your pets.**  
Remember that with the exception of guide dogs, shelters usually do not allow pets (see side bar p.11).
- ◆ **Learn to shut off utilities such as electric, water and gas (see side bar p. 7).**

### Home disaster supply kit

- ◆ Three-to-five day supply of water at one gallon per person per day.
- ◆ Food that will not spoil and does not require cooking.
- ◆ A non-electric can opener.
- ◆ First-aid kit and needed medicines (see p. 18).
- ◆ Emergency tools including a battery operated radio, flashlight, extra batteries.
- ◆ Personal items such as toilet tissue, tooth brush, tooth paste and plastic trash bags.
- ◆ Change of clothing, rain gear and sturdy shoes.
- ◆ Blankets or sleeping bag.
- ◆ An extra pair of glasses.
- ◆ An extra set of keys
- ◆ Candles and lighters.
- ◆ Special items for infants, elderly and disabled family.
- ◆ Deck of cards and simple games for children. (see p. 25 side bar for a Kids Activity Survival Kit).
- ◆ List of family physicians & emergency contacts.
- ◆ Separate "Go Kit."

Have credit cards, cash and a portable phone readily available.

For more information visit:  
[www.redcross.org/disaster/safety/guide.html](http://www.redcross.org/disaster/safety/guide.html) and  
[www.fema.gov/rrr/talkdiz/kit.shtm](http://www.fema.gov/rrr/talkdiz/kit.shtm)

### Home escape plan

The next time a disaster strikes, you may not have much time to act. Prepare now for a sudden emergency. For help preparing an escape plan for your home—check this internet site:

[www.usfa.fema.gov/public/factsheets/getout.shtm](http://www.usfa.fema.gov/public/factsheets/getout.shtm)

Need help preparing a family disaster recovery plan? There's one on the Web at:

[www.fema.gov/rrr/displan.shtm](http://www.fema.gov/rrr/displan.shtm)

After a disaster, children are most afraid that...

- ◆ The event will happen again.
- ◆ Someone will be injured or killed.
- ◆ They will be separated from their family.
- ◆ They will be left alone.
- ◆ The Law Enforcement Chaplaincy is a non-profit agency operating throughout Sacramento County and surrounding areas. Chaplains provide post-traumatic incident counseling for victims, family members and witnesses. To contact the Chaplaincy Office, call (916) 857-1801.

### California Highway Patrol's Role in AMBER ALERT

The California Highway Patrol (CHP) is responsible for statewide coordination of AMBER ALERT and the other emergency response activities associated with a child abduction. The CHP is ready to assist in the recovery of an abducted child with statewide notifications of child abduction information.

For more information, visit:  
<http://www.chp.ca.gov/html/amber-en.html>  
**(800) 222-3463**

While online computer exploration opens a world of possibilities for children, they can be exposed to dangers. The FBI has produced "A Parent's Guide to the Internet." You can view it on the Web at: [www.fbi.gov/publications/pguide/pguidee.htm](http://www.fbi.gov/publications/pguide/pguidee.htm)

Help your children to be cyber safe by visiting McGruff at: [www.mcgruff-safe-kids.com/f\\_internet-kitpg.htm](http://www.mcgruff-safe-kids.com/f_internet-kitpg.htm)



## HOW TO PREPARE YOUR FAMILY

**Make sure every family member knows what to do in the event of an emergency.**

- ◆ **Teach them to stay in touch:** make it a rule for your children to check in with a parent or guardian immediately when they get home from school or other activities.
- ◆ **Make sure they know how to contact you at work.**
- ◆ **Make sure your children know their phone number and home address:** include nearby cross-streets and landmarks.
- ◆ **Work with neighbors to find places that are safe for children and teens to go in an emergency:** these places might include a friend's house, fire or police station, library or place of worship. The best place for a child during a crisis may very well be the school where they are supervised and protected from outside hazards. Make sure your children know the phone numbers and addresses for their safe havens.
- ◆ **Talk to your child about how and when to call 9-1-1.**
- ◆ **Teach your children and teens how to be safe:** tell them to seek help immediately from a teacher, law enforcement officer or other security personnel if they overhear classmates threatening to hurt themselves or others.

## CHILDREN AND DISASTERS

Disasters are traumatic for children even if they know what to do. During a disaster, your family may have to leave your home and daily routine. Children may become anxious, confused and/or frightened. It is important to give children guidance that will help them reduce their fears. In a disaster, children will look to you and other adults for help. How you react to an emergency gives them clues on how to act. If you react with alarm, a child may become more scared. They will see your fear as proof that the danger is real. If you seem overcome with a sense of loss, a child may feel their losses more strongly.

Media coverage of disasters and people's reactions to the events can be very upsetting to children. It is generally not recommended that children watch television news reports about such events, especially if the images are shown over and over. Immediately after a disaster, try to reduce your child's fear and anxiety. Keep the family together. Calmly and firmly explain the situation. Encourage children to talk and include them in the recovery activities.

## COMPUTER SAFETY

Many people do not realize that their computer systems can be used to launch attacks against the government and industry — often to steal or destroy information such as financial data or even personal identities. To protect yourself:

- ◆ Be wary of communicating with strangers over the internet.
- ◆ Report unusual activities to the authorities.
- ◆ Use passwords that cannot be easily guessed.
- ◆ Make regular backup files of critical data.
- ◆ Use virus protection software and a firewall.
- ◆ Disconnect from the internet when it is not being used.
- ◆ Regularly download security patches.



## WATER SAFETY

6000 people drown in the United States each year. Of the 6000, about 5000 would be alive today if they had worn a life jacket. Over 3000 people who drown each year were using alcohol or drugs. Water accident first aid tips are included on page 19.

The three major causes of drowning are:

1. Not wearing a life jacket
2. Drinking alcohol or using drugs
3. Poor swimming ability

### Safety Tips - Rivers, Lakes, Rafting, Boating

- ◆ Wear a life jacket - do not depend on your raft or other inflatable item to keep you afloat. Life jackets are available on loan at many American River parks in Sacramento from March to October. Look for the “Kids Don’t Float” sign and follow the posted directions.
- ◆ Learn to swim
- ◆ Don’t drink or use drugs
- ◆ You can rescue someone without risking your life. Yell “Help!” Reach someone in the water with a pole, branch, or paddle or throw them something that will float, such as an ice chest or inner tube.
- ◆ In a boating accident - stay with your boat. Climb on top and wait for help.
- ◆ Remember that water in Sacramento lakes and rivers may be cold and swift. Leave the water at the first signs of hypothermia -



### Safety Tips - Swimming Pools

- ◆ Learn to swim
- ◆ Never take your eyes off a child near a pool
- ◆ Enclose the pool completely with a self-locking, self-closing fence.

Source: Army Corps of Engineers

## PREPARING TO PREVENT ACCIDENTS AT HOME

**Home Accidents:** the National Safety Council’s top suggestions to reduce home accidents are:

- ◆ Take steps such as installing handrails, grab bars and night-lights in homes to reduce the risk of falls in homes, especially where older people live or visit.
- ◆ Check prescriptions regularly to guard against unintentional overdose.
- ◆ Prepare in case of a home fire by installing smoke detectors and fire extinguishers. Check smoke detector batteries regularly and develop and practice a fire escape plan are keys to prevent deaths and injuries. (<http://www.nsc.org/library/rept2000.htm#home>).

**Helmets:** California state law requires anybody under the age of 18 to wear a helmet while riding a bicycle, scooter or skateboard, while wearing in-line or roller skates, and for anyone on a motorcycle or motor scooter.

**Firearm Safety:** all firearms should be stored unloaded. Firearms should be locked using a California Dept. of Justice-approved firearms safety device or kept in a gun safe. These precautions are required for new firearm purchases. This is especially important in a home with a child under the age of 18. For more information contact the Firearms Division of the California Attorney General at <http://caag.state.ca.us/firearms/> or 800 952-5225.

**Poisoning:** use safety latches and locks for cabinets and drawers in the kitchen, bathroom and other locations with harmful materials. The Consumer Product Safety Commission has detailed guidelines for childproofing your home. ([www.cpsc.gov](http://www.cpsc.gov))

## Is your home secure?

- ◆ Entry doors are solid hardwood or metal-clad.
- ◆ Entry doors are secured with a high quality deadbolt lock.
- ◆ Entry doors have a peephole or other type of easy visibility.
- ◆ Spare keys are **not** left hidden outside of the house.
- ◆ Entry doors are kept locked.
- ◆ Sliding glass doors have strong, working key locks.
- ◆ A dowel or pin is installed so the sliding glass door cannot be lifted off the track.
- ◆ Windows have at least two working locking devices.
- ◆ Windows can be opened quickly for an emergency escape.
- ◆ The address is clearly visible.
- ◆ Shrubs/bushes are trimmed to eliminate hiding places.
- ◆ Side entry gates are locked.
- ◆ Outside lighting is installed and functioning.
- ◆ Door leading from the garage to the house is solid wood or metal-clad and kept locked.
- ◆ Windows in the garage have some type of covering so that its contents are not visible.
- ◆ Alarm systems are turned on.

## If you have pets



- ◆ Emergency shelters may not allow pets—even if they are crated. You should have an alternate plan.
- ◆ The American Kennel Club does not recommend that pets be left behind under any circumstances. But if you have absolutely no alternative, ensure that they have plenty of food and water available and post your evacuation destination in a prominent place (like a refrigerator).
- ◆ Post a visible advisory on your front door so that emergency workers will know there is a pet inside waiting to be rescued.
- ◆ If you can take your pets with you, it is recommended that you pack at least a 3-day supply of essentials for each of your pets.

## President's message

"I call on all Americans to serve by bettering our communities and, thereby, defy and defeat the terrorists."

— President G .W. Bush  
November 8, 2001

## Citizen corps councils



Local Citizen Corps Councils promote and strengthen the Citizen Corps Programs at the community level. Local programs may include volunteers in police service and community emergency response teams consisting of large corporations, parent-teacher organizations, church groups, the Medical Reserve Corps and Neighborhood Watch groups.

Development of these groups will provide opportunities for professionals to apply their special skills and interests. Community Service Reserve Corps will be divided into councils associated with a professional expertise, including business/corporate, media relations, financial and other areas.

Sacramento County residents interested in joining a local Citizens Corps Council may phone the Sacramento County Sheriff's Department Volunteer Services Bureau at (916) 364-5499.

[www.csc.ca.gov](http://www.csc.ca.gov)



## Neighborhood Watch

Neighborhood Watch is an organized group of neighbors who observe more closely and report any activity or situation that affects the appearance or safety of their community. If you are interested in becoming an active member, call the Sheriff's Department or local police department. For assistance, call (916) 874-5115

## HOW TO PREPARE IN YOUR COMMUNITY

- ◆ Be alert. Get to know your neighbors. Be aware of unusual or abandoned packages or vehicles and of suspicious activities that should be reported to the police.
- ◆ Develop a list of emergency services and their phone numbers and addresses. Include shelters, food banks, police and fire departments and distribute the list to your neighbors.
- ◆ Find out about community emergency plans. What plans do your schools have in place? What plans are in place where you work?
- ◆ Make sure schools and workplaces have updated emergency contact information for your family. Include a cell phone number if you have one.
- ◆ Check on the school emergency plan for any school-age children you have. You need to know if your children will be kept at school until a parent or designated adult can pick them up. Be aware that the school may designate another nearby location, such as a public park, for pickup.
- ◆ Make a plan to meet up with family members if an emergency happens while your family is separated. Establish an out-of-town contact, such as a friend or relative, to whom everyone can call and report. Make sure the contact agrees and that everyone has the number and knows how to dial it. Consider prepaid calling cards and emergency contact lists for your children. Identify places to meet both close to home and some distance away.
- ◆ Plan for what you may need if you are away from home during an emergency. Keep water, a blanket and non-perishable food in your car. Always keep your fuel tank at least half full. Remember that if electricity is interrupted, gas pumps do not work.
- ◆ Do your part. Research organizations in your community, such as places of worship, schools, fire departments and the Red Cross, that work on preparedness efforts. Find out what you can do and volunteer to do it.
- ◆ Join, start or reinvigorate a Neighborhood Watch program. Neighborhood Watch is a great way for you to share the information in this booklet and develop neighborhood plans. Find out if your area has a community association and join.

## TIPS FOR SPOTTING SUSPICIOUS ACTIVITIES IN YOUR NEIGHBORHOOD

- ◆ A stranger entering your neighbor's house while they are away.
- ◆ Anyone peering into or forcibly entering a locked vehicle.
- ◆ Unusual sounds like breaking glass, gunshots, or screaming.
- ◆ Open or broken windows at a closed business or residence.
- ◆ Parked, occupied vehicles — especially if seen at an unusual hour.
- ◆ An unfamiliar vehicle left running, parked and unoccupied on your street.
- ◆ Anyone removing accessories, license plates or gasoline from a vehicle.
- ◆ Strange or frequent comings and goings from homes or businesses.
- ◆ Business transactions being conducted from a vehicle.

**REMEMBER** — *People aren't suspicious, behavior is.*

## HOW TO PREPARE AT WORK

### General Emergency Preparedness

An emergency can happen anytime. You and your co-workers should know what to do if one occurs at work. Even if you think you are not in a disaster-prone area, something like a chemical tanker truck overturning or a flood can prevent you from getting to or from work.

No business should operate without a disaster plan. As many as 40 percent of small businesses never reopen after a major disaster like a flood or earthquake. If you are a business owner developing a business disaster plan, consider how the disaster could affect your employees, customers and the workplace. Consider how you could continue doing business if the area around your facility is closed or streets are impassable. Consider what you would need to serve your customers if your facility is closed.

### Employees should:

- ◆ Learn and practice emergency plans.
- ◆ Know at least two exits from each room (if possible).
- ◆ Be able to escape in the dark by knowing, for instance, how many desks or cubicles are between your workstation and two of the nearest exits.
- ◆ Know the post-evacuation meeting location.
- ◆ Know the location of fire extinguishers and how to use them.
- ◆ Keep a copy of co-workers phone numbers at home.
- ◆ Make a list of important personal numbers. Keep a printed list at your desk or near other phones. Do not rely on electronic lists, direct-dial phone numbers or computer organizers that may not work in an emergency.
- ◆ Gather personal emergency supplies in a desk drawer: Include a flashlight, walking shoes, dust mask, a water bottle and non-perishable food.
- ◆ Report safety system damage or malfunctions.
- ◆ Never lock or block fire exits or doorways. However, keep fire doors closed to slow the spread of smoke and fire.
- ◆ Make specific plans to help each other. Determine how you will help each other in the event that public transportation is shut down or roadways are impassable. Consider offering to temporarily house, transport or feed your co-workers in case of emergency.

### Employers should:

- ◆ Ensure that an emergency plan is developed, updated and practiced at least every six months.
- ◆ Make specific plans for employees who are disabled or who may require assistance during an emergency.
- ◆ Put together an office phone tree. Develop a list of everyone's home phone numbers and who is responsible for making each contact. Provide a copy for each employee. Permission from employees should be obtained before distributing home numbers.
- ◆ Keep a phone list of all key employees with you at all times.
- ◆ If you have a voice mail system, designate one remote number on which you can record messages for employees and provide them the number.
- ◆ Arrange for programmable call forwarding for your main business lines.
- ◆ Leave keys and the alarm codes with a trusted employee or friend in case you cannot get to your facility.
- ◆ Backup computer data frequently.
- ◆ Purchase a NOAA Weather Radio with a tone alert system.

### National Oceanic and Atmospheric Administration Weather radio (NOAA)

National Oceanic and Atmospheric Administration Weather radios receive weather and public service announcements from the NOAA and the Emergency Alert System (EAS). NOAA broadcasts 24 hour local forecasts, travel conditions and severe weather warnings. The EAS provides broadcasts affecting public health and safety. Battery-operated weather radios can be purchased for less than \$50. Several companies offer the radio. They can be located on the Internet by using the key words "NOAA Weather Radio."



[www.noaa.gov](http://www.noaa.gov)  
(916) 979-3051



*Together, we can save a life*

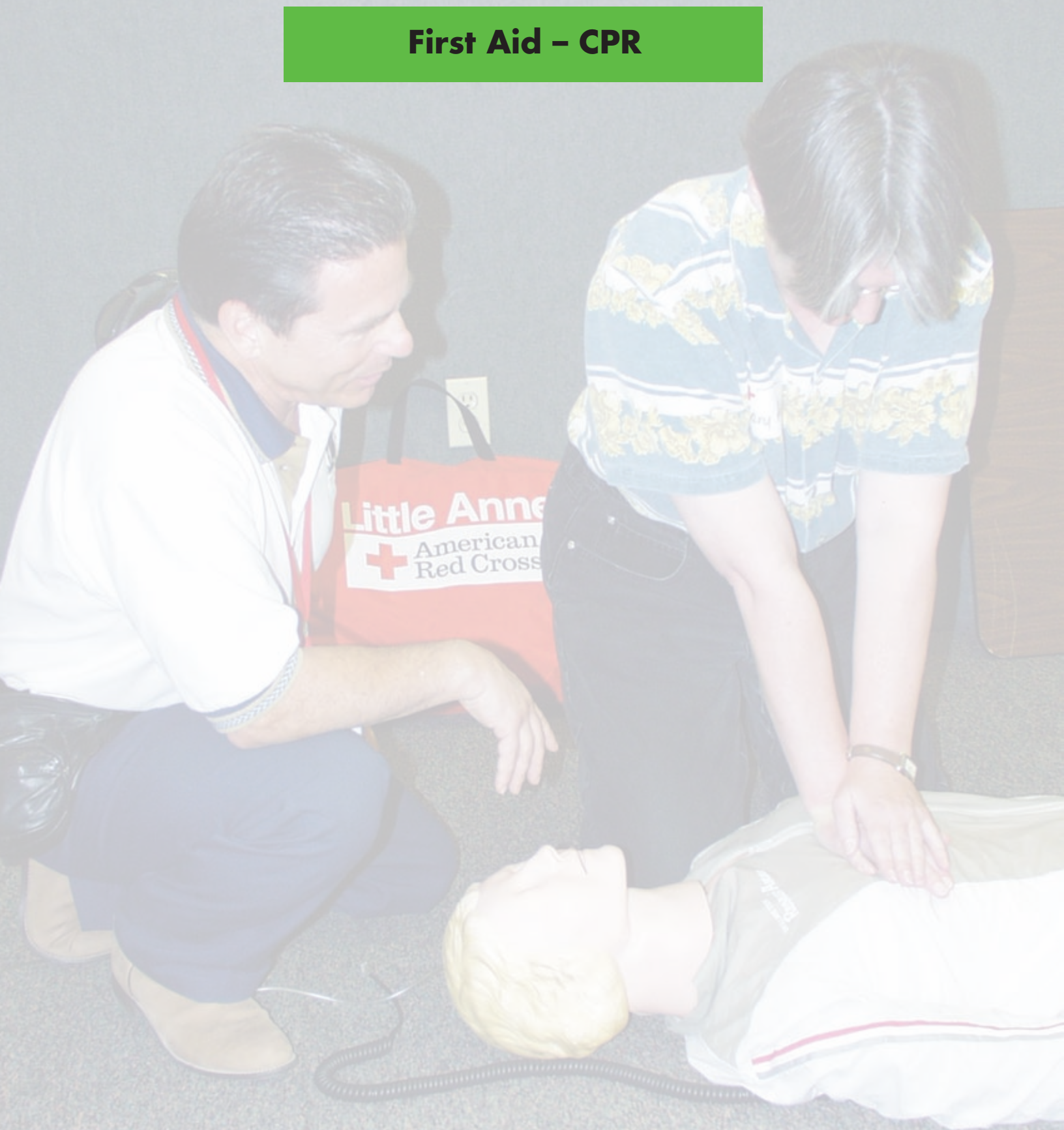
For groups of six or more employees, the Red Cross can schedule a private first aid or CPR course at the Red Cross Office or at your business. Contact Health and Safety Services at (916) 368-3131 for more information.

[www.sacramento-redcross.org](http://www.sacramento-redcross.org)

For more ideas on business disaster preparedness, visit the Small Business Administration on the Web at: [www.sba.gov/disaster/textonly/getready.html](http://www.sba.gov/disaster/textonly/getready.html)



## First Aid – CPR





**Take CPR and First Aid Classes**

You will be much more effective in an emergency if you have taken CPR and first aid classes. Call the American Heart Association (916-446-6505) and American Red Cross (916-368-3131) for information on classes.

**Unresponsiveness**

During cardiac arrest, the heart stops pumping blood, the blood pressure falls to zero and the pulse disappears. Within 10 seconds of cardiac arrest the person loses consciousness and becomes unresponsive. If you shake or shout at the victim, there will be no response.

**Pushing on the Chest**

In general the chest should be pushed down 1½-2 inches. Sometimes you may hear a cracking sound. Do not be alarmed. The sound is caused by cartilage or ribs cracking. Even if this occurs the damage is not serious. The risk of delaying CPR or not doing CPR is far greater than the risk of a broken rib.

**Checking The Pulse**

The pulse check is no longer taught or expected of laypersons. Instead, if you see no signs of life (defined as breathing normally, coughing or moving) you should begin to pump on the chest. Please note that the pulse check is still expected of health care providers.

*Adapted from "Learn CPR", University of Washington with permission.*

**CPR FOR ADULTS AND CHILDREN OLDER THAN AGE 12**

**1. CALL**

Check the victim for unresponsiveness. If there is no response, call 9-1-1 and return to the victim. The emergency dispatcher will assist you with CPR instructions.



**2. BLOW**

Tilt the head back and listen for breathing. If not breathing normally, pinch nose and cover the mouth with yours and blow until you see the chest rise. Give 2 breaths. Each breath should take 2 seconds.



**3. PUMP**

If the victim is still not breathing normally, coughing or moving, begin chest compressions. Push down on the chest 1½ to 2 inches 15 times right between the nipples. Pump at the rate of 100/minute, faster than once per second.



CONTINUE WITH 2 BREATHS AND 15 PUMPS UNTIL HELP ARRIVES.

NOTE: This ratio is the same for one-person & two-person CPR. In two-person CPR the person pumping the chest stops while the other gives mouth-to-mouth breathing.

## Abnormal Breathing

Remember a person in cardiac arrest may have abnormal breathing for a couple of minutes. This abnormal breathing is the result of the brain's breathing center sending out signals even though circulation has ceased. The key point is that the abnormal breathing may sound like grunting, gasping or snoring. It disappears in 2-3 minutes. If you see this type of breathing DO NOT delay CPR. The person desperately needs air and only you can provide it.

## Complications of CPR

Vomiting is the most frequently encountered complication of CPR. If the victim starts to vomit, turn the head to the side and try to sweep out or wipe off the vomit. Continue with CPR.

The spread of infection from the victim to the rescuer is exceedingly rare. Most cardiac arrests occur in people's homes - relatives or friends will be the ones needing to do CPR. Even CPR performed on strangers has an exceedingly rare risk of infection. There is NO documentation of HIV or AIDS ever being transmitted via CPR.

*Adapted from "Learn CPR", University of Washington with permission.*

## CPR FOR CHILDREN AGES 1-12 (NOTE: DIFFERENCES FROM ADULT CPR ARE BOLDED)

### CALL

Check the victim for unresponsiveness. **If you are alone with the child give one minute of CPR before calling 9-1-1.** The emergency dispatcher will assist you with CPR instructions.



### BLOW

Tilt the head back and listen for breathing. If not breathing normally, pinch nose and cover the mouth with yours and blow until you see the chest rise.

**Give 1 breath.** Each breath should take 2 seconds.



### PUMP

If the victim is still not breathing normally, coughing or moving, begin chest compressions. Push down on the chest **1-1½ inches 5 times** right between the nipples. **Only use the heel of one hand.** Pump at the rate of 100/minute, faster than once per second.

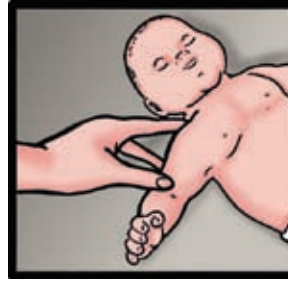
**CONTINUE WITH 1 BREATH AND 5 PUMPS UNTIL HELP ARRIVES.** NOTE: This ratio is the same for one-person & two-person CPR. In two-person CPR the person pumping the chest stops while the other gives mouth-to-mouth breathing.



## CPR FOR INFANTS LESS THAN AGE 1

### SHOUT AND TAP

Shout and gently tap the child on the shoulder. If there is no response, position the infant on his or her back. If you are alone with the child give one minute of CPR before calling 9-1-1. The emergency dispatcher will assist you with CPR instructions.



### OPEN THE AIRWAY

Open the airway using a head tilt and lifting of chin. Do not tilt the head too far back.



### GIVE 2 GENTLE BREATHS

If the baby is NOT breathing give 2 small gentle breaths. Cover the baby's mouth and nose with your mouth. Each breath should be 1½ to 2 seconds long. You should see the baby's chest rise with each breath.



### GIVE 5 COMPRESSIONS

Give five gentle chest compressions at the rate of 100 per minute. Position your 3rd and 4th fingers in the center of the chest half an inch below the nipples. Press down only 1/2 to 1 inches.



### REPEAT

Repeat with 1 breath and 5 compressions.

## Sudden Infant Death Syndrome (SIDS)

SIDS is the sudden death of an infant under 1 year of age that remains unexplained after a thorough investigation

### How to Lower Your Baby's Risk of SIDS:

- ◆ Put the baby on his or her back to sleep
- ◆ Use a firm, tight-fitting mattress in a crib that meets current safety standards
- ◆ Remove pillows, quilts, comforters, sheepskins, stuffed toys and other soft products from the crib
- ◆ Dress your baby in sleep clothing so that you will not have to use any other covering over the baby
- ◆ Place your baby so that his or her feet are at the bottom of the crib
- ◆ Tuck a thin blanket around the bottom of the crib mattress, reaching only as far as the baby's chest
- ◆ Make sure the baby's head remains uncovered during sleep
- ◆ Keep your baby warm, but not too warm
- ◆ Understand the dangers of soft bedding
- ◆ Avoid adult beds, waterbeds, sofas or other soft surfaces for sleep

Source: National SIDS/Infant Death Resource Center (NSIDRC).

<http://www.sidscenter.org> or 866-866-7437

### Give-em A Boost

Children must be secured in an appropriate child passenger restraint (safety seat or booster seat) until they are at least 6 years old or weigh at least 60 pounds. For more information contact your local CHP or law enforcement office

## Home First Aid Kit

Things you should have:

- ◆ Disposable gloves
- ◆ Sterile dressings to stop bleeding.
- ◆ Cleansing agent/soap and antibiotic towelettes to disinfect.
- ◆ Antibiotic ointment to prevent infection.
- ◆ Burn ointment to prevent infection.
- ◆ Adhesive bandages in a variety of sizes.
- ◆ Eye wash solution to flush the eyes or as general decontaminant.
- ◆ Non-mercury thermometer
- ◆ Prescription medications you take every day such as insulin, heart medicine and asthma inhalers. You should periodically rotate medicines to account for expiration dates.
- ◆ Prescribed medical supplies such as glucose and blood pressure monitoring equipment and supplies.
- ◆ Scissors
- ◆ Tweezers

## Non-prescription drugs:

- ◆ Aspirin or nonaspirin pain reliever
- ◆ Anti-diarrhea medication
- ◆ Antacid (for upset stomach)
- ◆ Laxative
- ◆ Activated charcoal (use if advised by the Poison Control Center)
- ◆ Note: the American Academy of Pediatrics no longer recommends syrup of ipecac for household first aid use.

Adapted from recommendations prepared by the Department of Homeland Security, [http://www.ready.gov/first\\_aid\\_kit.html](http://www.ready.gov/first_aid_kit.html).

## FIRST AID FOR CHOKING

### CONSCIOUS ADULT AND CHILDREN (OVER 1 YEAR OLD)

How to help clear an obstructed airway in a conscious adult or child.

- ◆ Determine if the person can speak or cough. If not, proceed to the next step.
- ◆ Perform an abdominal thrust (Heimlich Maneuver):
  - From behind, wrap your arms around the victim's waist.
  - Make a fist and place the thumb side of your fist against the victim's upper abdomen, below the ribcage and above the navel.
  - Grasp your fist with your other hand and press into their upper abdomen with a quick upward thrust. Do not squeeze the ribcage; confine the force of the thrust to your hands.
- ◆ Repeat until object is expelled.

A chest thrust may be used for markedly obese persons or in late stages of pregnancy.

If the adult or child becomes unresponsive perform CPR. If you see an object in the throat or mouth, remove it.



### CONSCIOUS INFANT (LESS THAN 1 YEAR OLD)

#### Step 1

Determine if the infant can cry or cough. If not, proceed to next step.

#### Step 2

Give 5 back blows.



#### Step 3

Give 5 chest thrusts.



#### Step 4

Repeat steps 2 & 3 above until effective or the infant becomes unconscious. If the infant becomes unresponsive, perform CPR. If you see an object in the throat or mouth remove it.

Choking first aid adapted from "Learn CPR - Choking Info" University of Washington with permission.

## FIRST AID FOR DROWNING

Use extreme caution to avoid direct contact with the victim. A panicked victim may accidentally drown the rescuer as well.

### If the victim is conscious:

Push a floating object to him/her or let the victim grasp a long branch, pole, clothing or other object. Rescuers should not place themselves in danger. Call 9-1-1 for help.

### If the victim is unconscious:

- ◆ Get the victim out of the water at once being careful to support the neck and back in straight alignment. Take a flotation device with you if possible. Once ashore or on the deck of a pool, the victim should be placed on his/her back.
- ◆ If the victim is not breathing, check for airway clearance and open the airway. If after a few seconds the victim is still not breathing, immediately begin CPR (see the CPR section). Call 9-1-1 for help.
- ◆ If conscious, while you wait for help to arrive, keep the victim warm (cover with a blanket, coat, etc.) and lying down.

## SEIZURE

There is little you can do to stop a seizure. Let the seizure run its course.

### Signs of a seizure:

- ◆ Limbs may jerk violently.
- ◆ Eyes may roll upward.
- ◆ Breathing may become heavy with dribbling or frothing at the mouth.
- ◆ Breathing may even stop temporarily in some cases.
- ◆ The victim may bite his or her tongue so severely that it may bleed and cause an airway obstruction.

### During the seizure:

- ◆ Call for emergency medical help at once.
- ◆ DO NOT attempt to force anything into the victim's mouth. You may injure yourself and/or the victim.
- ◆ Help the victim lie down and keep from falling and injuring him/herself.
- ◆ Move dangerous objects away from the victim.
- ◆ DO NOT use force or attempt to restrain a seizure victim.

After the seizure check to see if the victim is breathing. If not, give rescue breathing (see step 2 in the CPR section "Blow").

## Drug Overdose

A drug overdose is a poisoning. And don't take drunkenness lightly. Alcohol alone or in combination with certain other drugs can kill.

**CAUTION:** People under the influence of alcohol or drugs can become violent. Be careful.

1. If victim is unconscious, call 9-1-1. If the victim is conscious, call Poison Control 1-800-222-1222.
2. Check the victim's breathing. If breathing has stopped or is very weak, open the airway. If after a few seconds, the victim is still not breathing, immediately begin rescue breathing (see step 2 in the CPR section "Blow").
3. While waiting for help:
  - a. Watch breathing.
  - b. Keep the victim warm with a blanket or coat.
  - c. DO NOT throw water in the victim's face.
  - d. DO NOT give the victim anything to eat or drink unless advised by 9-1-1 or Poison Control.
4. If unconscious, roll the victim onto his or her side to keep their airway clear, if they vomit.



### MedicAlert Bracelet

Make sure to check victims for a MedicAlert bracelet. A bracelet will list the person's medical conditions, personal identification number and a telephone number to call for additional information.

## Bleeding: Head Injuries

- ◆ Call for emergency help. Let a professional medical person attend the wound.
- ◆ Always suspect a neck injury when there is a serious head injury. Keep the neck and head still.
- ◆ When stopping the bleeding, don't press too hard. DO NOT attempt to stop bleeding from within the ear by direct pressure.
- ◆ DO NOT give the victim any fluids, cigarettes or other drugs. They may mask important symptoms.

## Bleeding: Internal

- ◆ Warning Signs:
  - Coughing or vomiting blood or passing blood in urine or stool.
  - Cold, clammy pale skin; rapid, weak pulse; dizziness.
- ◆ Get emergency medical help immediately.
- ◆ Have the victim lie down with feet slightly elevated and relax. Stay calm and keep the victim warm.
- ◆ DO NOT give the victim anything to drink or eat.

## FIRST AID FOR BLEEDING: WOUNDS

The best way to control bleeding is with direct pressure over the site of the wound. Do not attempt to apply a tourniquet yourself. Always avoid skin contact with the victim's blood. Use several layers of material, if necessary.

- ◆ Apply firm, steady direct pressure for 5 to 15 minutes. Most bleeding will stop within a few minutes.
- ◆ If bleeding is from a foot, hand, leg or arm, use gravity to help slow the flow of blood. If there are no broken bones, elevate the limb so that it is above the victim's heart.
- ◆ Severe nose bleeding can often be controlled by applying direct pressure by pinching the nostrils with the fingers while sitting up. Apply pressure for 10 minutes without interruption.

## BROKEN BONES

- ◆ Call for emergency help or get someone to call for emergency medical help immediately.
- ◆ DO NOT move the victim unless the victim is in immediate danger of further injury.
- ◆ DO NOT try to push the broken bone back into place if it is sticking out of the skin.
- ◆ DO NOT try to straighten out a fracture. Let a doctor or trained person do that. If you must move or transport the victim, immobilize or stabilize the fracture as best as possible.
- ◆ Keep the victim warm, elevate the legs 6 to 12 inches and give no fluids or stimulants. Do not elevate the legs if you suspect an injury of the legs, neck, back or head.

## ELECTRIC SHOCK

- ◆ Do not touch a person who has been in contact with electrical current until you are certain that the electricity is turned off.
- ◆ If the victim is in contact with a wire or a downed power line, use a dry stick to move it away. If the ground is wet, do not approach. Call 9-1-1 for help.
- ◆ If you can approach safely, check for breathing. If the victim's breathing is weak or has stopped, open the airway. If after a few seconds the victim is still not breathing, immediately begin CPR (see CPR section).

## **Air Travel Preparation**



# Air Travel Preparation

## Sacramento International Airport Travel Tips

- ◆ Try to arrive at the airport at least an hour and a half prior to your scheduled departure time—two hours for international flights.
- ◆ If you drive, tune your car radio to 530 AM as you approach the airport for parking updates and other information.
- ◆ For drop off and pick up, you can park free for 30 minutes in the hourly lots. Waiting in vehicles—or leaving them unattended—in front of the terminals is prohibited and your vehicle may be cited and/or towed.
- ◆ For long-term parking of more than two or three hours, drive directly to a daily or economy lot and take a shuttle to the terminals.
- ◆ Put all undeveloped film and cameras containing film in your carry-on baggage. Screening equipment used on checked baggage will damage undeveloped film.
- ◆ Sacramento International never closes, regardless of weather conditions. Since each airline has its own landing and take-off minimums, never assume that your flight has been delayed or cancelled; if in doubt, come to the airport or call your carrier. For further information, visit the Airport System's website at [www.sacairports.org](http://www.sacairports.org).

For more information about airline security at Sacramento International Airport, visit the Airport System's website at [www.sacairports.org](http://www.sacairports.org) and click on "passengers/visitors" and go to "security tips".



## GENERAL PROCEDURES

- ◆ Be patient.
- ◆ Keep control of all your bags at all times and do not leave them unattended.
- ◆ Do not accept packages from strangers.
- ◆ Do not joke about having a bomb or firearm.
- ◆ Do not discuss terrorism, weapons, explosives or other threats while going through the security checkpoint.
- ◆ Do not try to "test" security procedures by carrying fake or real weapons, explosives, etc.
- ◆ Be alert to suspicious activities, packages or abandoned and unattended luggage in the parking lot or airport.
- ◆ Report anything suspicious to security.
- ◆ Put your name on all of your luggage, both inside and outside. To protect your home against theft while you are away, use a business address and telephone number.
- ◆ Place essential items such as glasses, prescription medications, toilet articles and car keys in a carry-on bag.
- ◆ If you know your shoes will set off the metal detector alarm, remove them at the checkpoint and send them through the x-ray machine. Better yet, wear different shoes.

## CHECK IN

- ◆ Adult passengers must bring a federal, state or locally issued photo identification card—such as a driver's license or draft card. If a government-issued photo ID is not available, bring two pieces of ID—one of which must be from a governmental authority (such as a social security card or birth certificate).
- ◆ Have your ID and boarding pass out and ready as you approach the checkpoint. Keep them both handy, as you may be asked to present them at subsequent points, such as at the gate.
- ◆ E-ticket holders should check with their airline to make sure they have proper documentation. Written confirmation from the airline (letter, fax, e-mail) may be required.

## SCREENER CHECKPOINTS

- ◆ Except for those with specific medical or parental needs, only ticketed passengers are allowed beyond the security screeners.
- ◆ Each traveler is limited to one carry-on bag and one personal bag such as a purse, laptop or briefcase.
- ◆ All electronic items, such as laptops and portable phones may be subject to additional screening. Be prepared to remove your laptop from its case so that both can be x-rayed separately.
- ◆ Wear as few metal objects as possible. To facilitate the metal detector screening, remove all metal objects before passing through.
- ◆ Most airports require passengers to put their coats and jackets through the x-ray conveyor. You will save time in line if you have it off and ready as you approach.
- ◆ Do not gift-wrap carry-on items, they may need to be opened during security screening.



## AUTHORIZED CARRY-ON

### You may carry on:

- ◆ Walking canes and umbrellas
- ◆ Nail clippers.
- ◆ Safety and disposable razors.
- ◆ Syringes with documented proof of medical need.
- ◆ Tweezers and eyelash curlers.
- ◆ Electric wheelchairs in accordance with airline requirements. The battery may need to be disconnected or removed and the terminals insulated to prevent short circuit.
- ◆ Personal care products containing hazardous materials, such as flammable perfumes and aerosols are permitted in limited quantities.

## UNAUTHORIZED CARRY-ON

The following items must either be transported in checked baggage or are prohibited on passenger aircraft. This information is provided by the Transportation Security Administration (TSA) as of January 2004. These restrictions may change. For the most current guidelines and a more complete list consult <http://www.tsa.gov/public/>.

- ◆ **Weapons:** BB guns, compressed air guns and firearms may only be transported in checked baggage. Check with your airline or agent to see if ammunition is permitted in checked baggage. If ammunition is permitted, it must be declared at check-in. Small arms ammunition for personal use must be securely packed in fiber, wood or metal boxes or other packaging specifically designed to carry small amounts of ammunition.
- ◆ **Knives/Cutting Tools:** Knives, other than round bladed or plastic knives, cutting instruments of any kind and composition, including carpet knives, meat cleavers, box cutters or blades, double-edge razor blades, any device with a folding or retractable blade, ice picks, axes, straight razors, metal scissors, other than blunt tipped may only be transported in checked baggage.
- ◆ **Certain sports equipment:** Such as baseball bats, golf clubs, pool cues, ski poles and hockey sticks must be in checked baggage.
- ◆ **Fireworks:** All fireworks, signal flares, sparklers or other explosives are prohibited from both carry-on and checked baggage.
- ◆ **Flammable liquids and solids:** Fuel, paints, lighter fluid, “strike anywhere” matches, and lighters with flammable reservoirs are prohibited from both carry-on and checked baggage. Up to 4 books of matches may be carried on.
- ◆ **Pressure containers:** Including spray cans (except personal care products in limited quantities), butane fuel, scuba tanks, propane tanks, CO<sub>2</sub> cartridges and self-inflatable rafts are prohibited in both carry-on and checked baggage.
- ◆ **Other hazardous materials:** Such as gas-powered tools, wet-cell batteries, poisons, infectious substances, dry ice and other hazardous or reactive materials are prohibited in both carry-on and checked baggage.



Many of these suggestions are applicable to other modes of transportation. The same vigilance to travel safety should be applied when using buses, trains, subways, ships and other forms of transportation.



### International Travel

- ◆ Monitor current events and review the latest info on the countries you plan to visit.
- ◆ Dress conservatively. Avoid patriotic red, white & blue.
- ◆ Bring traveler's checks and one or two major credit cards instead of cash. Make two copies of the check and card numbers. Leave one with a friend/relative and carry one.
- ◆ Make two copies of your passport ID page, tickets, and driver's license. Make two copies and distribute as above.
- ◆ Keep medications in their original, labeled containers. Bring a copy of your prescriptions and their generic names.
- ◆ Pack an extra pair of prescription glasses or contacts.
- ◆ Mark each piece of luggage with name, address & phone where you can be reached.
- ◆ Be cautious in or avoid areas where you are most likely to be victimized.
- ◆ Keep a low profile. Do not discuss travel plans with strangers.
- ◆ Consider registering with the nearest U.S. embassy or consulate.

# Natural Disasters



Like all regions of the country, Sacramento County is not immune to natural disasters. Although not common, you may encounter flashfloods, earthquakes and wildfires.

## FLASH FLOODS

Perhaps the biggest cause of flood-related deaths and injuries is lack of public understanding of the severity and danger involved in floods and flash floods. During a flash flood, water can rise so quickly that there is little or no time for a warning to be issued and you may have only seconds to escape. Many people are killed while trying to drive or walk on roads and bridges that are covered by water. Even though the water might look only inches deep, it could be much deeper and have very strong currents. It only takes two feet of water to carry away cars. Six inches of swiftly moving water will sweep a person off his or her feet.



- ◆ If you suspect a flash flood is about to happen, immediately climb to higher ground.
- ◆ If on foot, do not attempt to walk through flood waters. Turn around and go directly to higher ground.
- ◆ Never let children or pets play near flood waters, storm drains, washes and sewers.
- ◆ If you are in a car, drive away from flooded areas. Never try to drive through them. Even if vehicles in front of you have passed through the high water, you may not be so lucky.
- ◆ If your car stalls, immediately abandon it and climb to higher ground.
- ◆ Flooded areas are not safe for recreational boating. Many canoeists and kayakers have had to be rescued from dangerous rapids in flood-swollen waters.
- ◆ If advised to evacuate, do so immediately. Follow recommended evacuation routes. Shortcuts may be blocked.

## EARTHQUAKES

- ◆ If you are indoors and feel an earthquake, the first thing to do is look around and get your bearings.
- ◆ Find cover and duck under a sturdy desk, table or other furniture. Hold the position until the ground stops shaking.
- ◆ Stay clear of windows, fireplaces, wood stoves, bookcases, file cabinets, heavy mirrors, hanging plants, lighting fixtures and appliances.
- ◆ Stay inside. You may be injured outside by falling debris.
- ◆ Stay calm and encourage others to do likewise.
- ◆ If you are outside, get into the open, away from buildings and power lines.
- ◆ If you are driving, stop if it is safe, but stay inside your car away from bridges, overpasses, tunnels, trees, light poles, power lines and signs.
- ◆ If in a wheelchair, stay in it. Move to cover, lock the wheels and if possible protect your head with your arms.

## Disaster coloring book



The American Red Cross has developed a "Disaster Preparedness" (fire, flood, thunderstorm, earthquake, etc.) coloring book for children that can be downloaded from the Web at: [www.redcross.org/services/disaster/eduinfo/colorbk.pdf](http://www.redcross.org/services/disaster/eduinfo/colorbk.pdf).

## Making it easier on kids

You may have to leave your home during a disaster. It's smart to put together your own **Kid's Activity Survival Kit** so they will have things to do and share with other children. We suggest you pack:

- ◆ A few favorite books.
- ◆ Crayons and pencils.
- ◆ Plenty of paper.
- ◆ Scissors and glue.
- ◆ A few favorite toys.
- ◆ Board games.
- ◆ Favorite stuffed animal.
- ◆ Pictures of family pets.
- ◆ Favorite blanket/pillow.

## How can you prepare now for an earthquake?

- ◆ Practice "duck & cover" and hold drills at home and at work.
- ◆ Know the safest places in your house.
- ◆ Know where your gas, electric and water main shutoffs are and how to turn each off (see p. 7)
- ◆ Know the policy of your local school concerning release of children in any emergency.
- ◆ Keep emergency supplies safe and handy.





## When wildfires threaten

- ◆ Listen to your battery-operated radio for updates and instructions.
- ◆ Back your car into the garage or park in an open space facing the direction of escape.
- ◆ Leave the keys in ignition.
- ◆ Close garage windows and doors, but leave them unlocked.
- ◆ Confine pets to one room and make plans to care for them if you must evacuate (see p. 11 side bar).
- ◆ Arrange temporary housing outside the threatened area.
- ◆ Close house windows, vents, blinds and heavy drapes.
- ◆ Remove lightweight curtains.
- ◆ Shut off gas at the meter and turn off pilot lights and propane tanks.
- ◆ Open fireplace damper and close fireplace screens.
- ◆ Move flammable furniture into the center of the house away from windows.
- ◆ Turn on a light in each room to increase visibility in heavy smoke.
- ◆ Place lawn sprinklers on roof and near above-ground fuel tanks.
- ◆ Wet the roof.
- ◆ Wet or remove shrubs within 15 feet of home.
- ◆ Gather your family disaster supply kit (see p. 9 side bar).
- ◆ If advised to evacuate, do so immediately. Watch for changes in the speed and direction of fires and smoke.

## AFTER AN EARTHQUAKE

- ◆ Check for injuries.
- ◆ Check for hazards—such as fire, gas leaks, damaged electrical wiring, damaged or downed power lines, fallen objects in closets and cupboards, downed or damaged chimneys and leaning or fallen trees.
- ◆ Make sure each telephone is on its receiver. Telephones off the hook tie up the telephone networks unnecessarily.
- ◆ Clean up potentially harmful materials or medicines that may have spilled.
- ◆ Expect aftershocks. Most are smaller than the quake but may cause damage.

## WILDFIRE

More and more people are making their homes in the beautiful woodland settings and remote mountain sites around Sacramento. There, homeowners and visitors enjoy the beauty of the environment but face the very real danger of wildfire. Wildfires often begin unnoticed and spread quickly, igniting brush, trees and homes. Plan with your family where you would go and what you would do if your home or vacation spot is threatened by wildfire. The American Red Cross offers the following information:

- ◆ People start most wildfires. Find out how you can promote and practice wildfire safety.
- ◆ Contact your local fire department, health department or forestry office for information on local fire laws.
- ◆ Make sure that fire vehicles can get to your home.
- ◆ Clearly mark all driveway entrances and display your name and address.
- ◆ Report hazardous conditions that could cause a wildfire.
- ◆ Teach children about fire safety. Keep matches out of their reach.
- ◆ Plan several escape routes away from your home by car and by foot.
- ◆ Plan how the neighborhood could work together after a wildfire. Consider how you could help neighbors with special needs.
- ◆ Regularly clean roof and gutters.
- ◆ Inspect chimneys at least once a year and equip with a spark arrestor.
- ◆ Install a smoke detector on each level of the house. Test monthly and change batteries at least once a year.
- ◆ Teach family members how to use a fire extinguisher and show them where it is kept.
- ◆ Keep a ladder that will reach the roof.
- ◆ Consider installing protective shutters or heavy fire-resistant drapes.
- ◆ Keep on hand household items that can be used as fire tools: a rake, axe, hand-saw or chainsaw, bucket and shovel.
- ◆ Design and landscape your home with wildfire safety in mind.
- ◆ Select materials and plants that can help contain rather than fuel a fire.
- ◆ Create a 30-to-100-foot safety zone around your home.
- ◆ Mow grass regularly, rake leaves, and remove dead limbs and twigs. Clear all flammable vegetation.
- ◆ Thin a 15-foot space between tree crowns and remove limbs within 15 feet of the ground. Remove dead branches that extend over the roof and vines that have grown onto the house.
- ◆ Stack firewood at least 100 feet away and uphill from your home.
- ◆ Place stove, fireplace and grill ashes in a metal bucket, soak in water for two days and bury the cold ashes in mineral soil.
- ◆ Store gasoline, oily rags and other flammable materials in approved safety cans in a safe location away from the base of the building.

# Terrorism and Threats



## International terrorism

Involves violent acts or acts dangerous to human life that cross international boundaries and are a violation of the criminal laws of the United States. The goal is to intimidate or coerce the civilian population, influence the policy of a government or affect the conduct of a government.



## Domestic terrorism

Is the unlawful use, or threatened use, of violence by a group or individual based and operating entirely within the United States. The goal is to intimidate or coerce a government or the civilian population to further political or social objectives.



## Threats

A real or perceived act, or indication of a future act, that would tend to cause harm to people or property, or disrupt essential services. The goal is to instill fear, anxiety and distrust.

## A MESSAGE FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY

The threat of terrorism forces us to make a choice. We can be afraid or we can be prepared. Don't be afraid, be ready — one individual, one family, one community at a time.

The Department of Homeland Security's "Ready Campaign" seeks to help American families be better prepared for even unlikely emergency scenarios. Although we cannot always predict an attack, there are simple things you and your family can do to prepare for a terrorist attack.

You can obtain the information you need by:

- Logging on the Web site [www.ready.gov](http://www.ready.gov).
- Calling 1 (800) BE-READY for printed materials.

We will prevail in the war on terrorism because of the work of our military, the CIA and FBI, the U.S. Customs Service, the Transportation Security Administration, the Border Patrol and our brave first responders. You can count on it. But whatever the threat level may be, you should know that you did what you could to help keep you and your family safe. Take the time to prepare. The Ready Campaign will help you, so you can go about the important business of being a family.

## WHAT ARE THE POTENTIAL THREATS OF TERRORISM?

The potential threats of terrorism can be loosely categorized as weapons of mass destruction (bombings, and/or the use of biological, chemical or radiological agents) with the ultimate goals of disrupting the infrastructure and/or the economy, and instilling fear in the targeted community. Certain potential targets lend themselves toward the accomplishment of these goals. They include, for example, atomic energy and other public utility facilities, international airports and other transportation systems, major international events, and high-profile landmarks.

As in all cities in America, there are potential targets in the greater Sacramento area. Like all cities in America, we must remain vigilant. The Sheriff and local police departments, along with many federal, state and local government agencies, are working hard every day to prevent terrorism. There are some things you can do, too:

- ♦ **Know the routines:** Be alert as you go about your daily business. Learn the normal routines of your community and workplace. Understanding these routines will help you to spot anything out of place.
- ♦ **Be aware:** Get to know your neighbors. Be on the lookout for suspicious activities such as unusual conduct in your neighborhood, workplace or while traveling.
- ♦ **Take what you hear seriously:** If you hear or know of someone who has bragged or talked about plans to harm citizens or who claim membership in a terrorist organization, take it seriously and immediately report it to law enforcement.

## OPENING MAIL AND PACKAGES

Teach family, friends and co-workers to be aware when opening mail & packages.

### Signs of Suspicious Mail and Packages:

- ◆ Unexpected or from someone you do not know.
- ◆ Not addressed to a specific person.
- ◆ Addressed to someone no longer at the address.
- ◆ Handwritten with either no or an unreadable return address.
- ◆ Lopsided or lumpy.
- ◆ Has wires or unusual contents that protrude from the package.
- ◆ Postmarked city does not match return address.
- ◆ Unusual contents that can be felt through the package.
- ◆ Marked with restrictive endorsement – such as “personal” or “confidential.”
- ◆ Excessive postage.
- ◆ Common words are misspelled.
- ◆ Incorrect titles or titles without names.
- ◆ Soiled or stained packages.
- ◆ Powdery substance felt or seen.
- ◆ Marked with threatening language.
- ◆ Strong odor.
- ◆ Excessive weight.
- ◆ Ticking sound.



### What should you do with suspicious mail?

- Do not shake, sniff, touch, taste or look closely at it, or contents may be spilled.
- Do not carry it, show it to others, or allow others to touch.
- If it is already in your hands when you become suspicious, put it down on a stable surface and do not handle.
- Alert others in the area and leave the area.
- Close any doors and prevent others from entering the area.
- If possible, shut off the ventilation.
- Wash your hands thoroughly with soap and water.

**Notify law enforcement immediately! Depending on the level of threat and concern either call 911 or the non-emergency number for the Sheriff or Police**

### Reporting a bomb threat



After reporting a bomb threat, you may be asked to conduct a cursory check of your building. Nobody is more familiar with your place of business than you and your fellow employees. Because of your familiarity, you are likely to spot anything suspicious even faster than the police.

## BOMB THREATS

### If you receive a bomb threat:

- ◆ Get as much information from the caller as possible.
- ◆ Keep the caller on the line and write down everything that is said.
- ◆ Note anything unique about the caller's voice (accent, lisp, etc.).
- ◆ Notify the police and the building manager.

### If you locate a suspicious package or device:

- ◆ Do not touch it.
- ◆ Do not use cordless or cellular phones nearby.
- ◆ Clear the area and notify the police immediately.
- ◆ Provide a description of the package or device.
- ◆ On evacuating—stand clear of windows and other potential hazards.

## Important local numbers

American Red Cross..... (916) 368-3131  
All Sacramento County  
Departments..... (916) 875-5000  
Sacramento County Emergency  
Operations Office..... (916) 874-4670  
24-hour number ..... (916) 875-5000

City Halls  
Citrus Heights..... (916) 725-2448  
Elk Grove..... (916) 683-7111  
Folsom..... (916) 355-7200  
Galt ..... (209) 366-7130  
Isleton ..... (916) 777-7770  
Rancho Cordova..... (916) 942-0222  
Sacramento ..... (916) 264-5011

Federal Offices  
Drug Enforcement Agency ..... (888) 304-3251  
Federal Bureau of Investigation..... (916) 481-9110



*If you have information on the location of any fugitive, please call:*

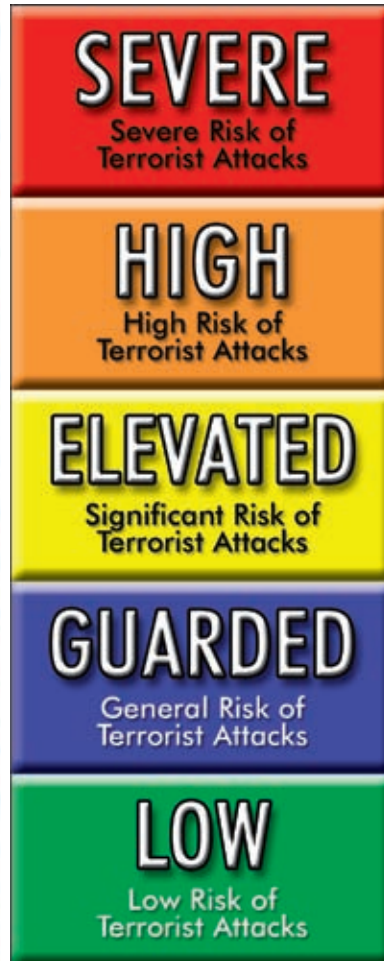
Crime Alert  
(916) 443-HELP (4357)

or

1- (800) AA-CRIME  
[1- (800) 222-7463]

*All fugitives should be considered dangerous and might possibly be armed. Never attempt to arrest or apprehend these subjects yourself.*

## HOMELAND SECURITY ADVISORY SYSTEM



In March of 2002, the federal government devised a “Homeland Security Advisory System” as a comprehensive and effective means to disseminate information regarding the risk of terrorist attacks. The system provides warnings in the form of a set of graduated threat conditions that are color-coded. At each threat level, federal and local authorities will implement a corresponding operational conditions plan of protective measures to further reduce vulnerability or increase response capability during a period of heightened alert. The state of California has adopted this system in order to create a common vocabulary and structure that will allow various agencies to communicate more effectively and be universally understood by California residents and visitors alike.

## A Final Word

Protecting Sacramento County residents is more than just a job for law enforcement agencies, fire departments, emergency medical services and local health officials. Our families and friends live here, too, and we will continue to do everything personally and professionally that is possible to protect our home and yours. But we cannot do it alone. It requires that each of us works together.

Homeland Security starts at home. Whether it is leading a family through a fire drill, helping a neighbor learn first aid, or volunteering to assist the emergency services, every action is appreciated and gets us one step closer to a safer community and a more secure nation.



## Recommended Advisory System Actions\*

	FAMILY	BUSINESS
SEVERE	<p><i>Complete recommendations from lower levels</i></p> <ul style="list-style-type: none"> <li>▪ Remain calm.</li> <li>▪ Listen to radio/TV for current information.</li> <li>▪ Follow instructions of local authorities.</li> <li>▪ Be alert to and report suspicious activity.</li> <li>▪ Contact work to determine status for the day.</li> <li>▪ Adhere to any travel restrictions.</li> <li>▪ Be prepared to immediately shelter in place or evacuate.</li> <li>▪ Discuss children's fears.</li> </ul>	<p><i>Complete recommendations from lower levels</i></p> <ul style="list-style-type: none"> <li>▪ Listen to radio/TV for current information.</li> <li>▪ Follow instructions of local authorities.</li> <li>▪ Be alert to and report suspicious activity.</li> <li>▪ Determine need to close business.</li> <li>▪ Be prepared to work with modified work force.</li> <li>▪ Determine need for mental health counselors.</li> <li>▪ Work with community leaders/organizations, emergency management, govt. agencies and utilities to meet immediate community needs.</li> </ul>
HIGH	<p><i>Complete recommendations from lower levels</i></p> <ul style="list-style-type: none"> <li>▪ Be alert to and report suspicious activity.</li> <li>▪ Review procedure for shelter in place.</li> <li>▪ Have disaster supply, go-kit, shelter in place and pet emergency supplies close at hand.</li> <li>▪ Practice home evacuation plan.</li> <li>▪ Practice alternate routes to/from school and work.</li> <li>▪ Exercise caution while traveling.</li> <li>▪ Ensure vehicle is in good operating order.</li> <li>▪ Discuss children's fears.</li> </ul>	<p><i>Complete recommendations from lower levels</i></p> <ul style="list-style-type: none"> <li>▪ Be alert to and report suspicious activity.</li> <li>▪ Review emergency plan with employees.</li> <li>▪ Determine need to restrict access to business.</li> <li>▪ Determine need to provide private security.</li> <li>▪ Contact vendors/suppliers to confirm their emergency response plan procedures.</li> <li>▪ Have shelter in place materials on hand.</li> </ul>
ELEVATED	<p><i>Complete recommendations from lower levels</i></p> <ul style="list-style-type: none"> <li>▪ Be alert and report suspicious activity.</li> <li>▪ Ensure disaster supply, shelter in place, go-kit, and pet supply kits are stocked and ready.</li> <li>▪ Review/Update family emergency contact list.</li> <li>▪ Become familiar with school emergency and evacuation plans for children.</li> <li>▪ Review home evacuation plan with family.</li> <li>▪ Develop alternate routes to/from school and work.</li> </ul>	<p><i>Complete recommendations from lower levels</i></p> <ul style="list-style-type: none"> <li>▪ Be alert and report suspicious activity.</li> <li>▪ Ensure disaster supply kits are stocked/ ready.</li> <li>▪ Review/Update emergency contact list.</li> <li>▪ Practice evacuation plan.</li> <li>▪ Complete risk assessment.</li> <li>▪ Determine availability of private security support/reinforcement.</li> <li>▪ Contact voluntary organizations you support to determine how you can provide assistance in case of emergency.</li> </ul>
GUARDED	<p><i>Complete recommendations from lower level</i></p> <ul style="list-style-type: none"> <li>▪ Be alert to and report suspicious behavior.</li> <li>▪ Check stored emergency supplies and replace items that are outdated.</li> <li>▪ Establish alternate meeting place away from home.</li> </ul>	<p><i>Complete recommendations from lower level</i></p> <ul style="list-style-type: none"> <li>▪ Be alert to and report suspicious behavior.</li> <li>▪ Dialogue with community leaders and organizations, emergency management, govt. agencies and utilities about preparedness.</li> <li>▪ Ensure emergency operations plan is updated to include purchase of needed equipment.</li> </ul>
LOW	<ul style="list-style-type: none"> <li>▪ Review copy of Are You Prepared? A Guide to Emergency Preparedness.</li> <li>▪ Review Red Cross and/or FEMA brochures on disaster planning and preparedness.</li> <li>▪ Become familiar with location of local police, fire, and medical facilities.</li> <li>▪ Develop a family emergency plan.</li> <li>▪ Develop disaster, shelter in place, go-kit, and pet emergency supply kits.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Review copy of Are You Prepared? A Guide to Emergency Preparedness.</li> <li>▪ Review Red Cross <u>Emergency Management Guide for Business and Industry</u>. <a href="http://www.redcross.org">www.redcross.org</a></li> <li>▪ Develop emergency operations plan.</li> <li>▪ Develop/Update emergency evacuation plan.</li> <li>▪ Check safety equipment (fire extinguishers, alarms, etc.)</li> <li>▪ Teach employees how to use safety equipment.</li> <li>▪ Develop shelter in place and emergency supply kits.</li> </ul>

\*Adapted from The American Red Cross, Publication ARC 1463.

# Appendices



## APPENDIX A: Local Emergency Services' Phone Numbers

Make copies for yourself and family. Keep a copy by the phone and give one to each family member.

**Important Local Phone Numbers**  
Sacramento (916)

**Emergency** (Police/Fire/Rescue) ..... 9-1-1  
Or ..... 874-5111

**Non Emergency Police**

City of Sacramento.....	264-5471
County of Sacramento .....	874-5115
Elk Grove.....	714-5115
Citrus Heights.....	486-1114
Rancho Cordova.....	874-5115

Crime Alert ..... 443-HELP  
Amber Alert..... (800) 222-3463

SMUD Utility 24 Hr Service..... (888) 742-7683  
PG&E Utility 24 Hr Service..... (800) 743-5000

**County Emergency Operations:**

Office .....	874-4670
24 Hour Number.....	875-5000
Urban Flooding.....	875-7246

American Red Cross..... 368-3131  
Poison Control ..... (800) 222-1222

**Important Local Phone Numbers**  
Sacramento (916)

**Emergency** (Police/Fire/Rescue) ..... 9-1-1  
Or ..... 874-5111

**Non Emergency Police**

City of Sacramento.....	264-5471
County of Sacramento .....	874-5115
Elk Grove.....	714-5115
Citrus Heights.....	486-1114
Rancho Cordova.....	874-5115

Crime Alert ..... 443-HELP  
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PG&E Utility 24 Hr Service..... (800) 743-5000

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American Red Cross..... 368-3131  
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Or ..... 874-5111

**Non Emergency Police**

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County of Sacramento .....	874-5115
Elk Grove.....	714-5115
Citrus Heights.....	486-1114
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Sacramento (916)

**Emergency** (Police/Fire/Rescue) ..... 9-1-1  
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**Non Emergency Police**

City of Sacramento.....	264-5471
County of Sacramento .....	874-5115
Elk Grove.....	714-5115
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SMUD Utility 24 Hr Service..... (888) 742-7683  
PG&E Utility 24 Hr Service..... (800) 743-5000


**County Emergency Operations:**

Office .....	874-4670
24 Hour Number.....	875-5000
Urban Flooding.....	875-7246

American Red Cross..... 368-3131  
Poison Control ..... (800) 222-1222

## APPENDIX A: Personal information

Make copies for yourself and family. Keep a copy by the phone and one in each family member's wallet.




**Important Personal Numbers**

**Medical**  
Adult Physician \_\_\_\_\_  
Child Physician \_\_\_\_\_  
Veterinarian \_\_\_\_\_

**Evacuation & Reunion**  
Home Site \_\_\_\_\_  
School Site \_\_\_\_\_  
Away from home \_\_\_\_\_  
Baby Sitter \_\_\_\_\_  
Father's Work \_\_\_\_\_  
Mother's Work \_\_\_\_\_

**Emergency Contacts**  
Out of State \_\_\_\_\_  
Family \_\_\_\_\_  
Neighbor \_\_\_\_\_  
Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_




**Important Personal Numbers**

**Medical**  
Adult Physician \_\_\_\_\_  
Child Physician \_\_\_\_\_  
Veterinarian \_\_\_\_\_

**Evacuation & Reunion**  
Home Site \_\_\_\_\_  
School Site \_\_\_\_\_  
Away from home \_\_\_\_\_  
Baby Sitter \_\_\_\_\_  
Father's Work \_\_\_\_\_  
Mother's Work \_\_\_\_\_

**Emergency Contacts**  
Out of State \_\_\_\_\_  
Family \_\_\_\_\_  
Neighbor \_\_\_\_\_  
Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_




**Important Personal Numbers**

**Medical**  
Adult Physician \_\_\_\_\_  
Child Physician \_\_\_\_\_  
Veterinarian \_\_\_\_\_

**Evacuation & Reunion**  
Home Site \_\_\_\_\_  
School Site \_\_\_\_\_  
Away from home \_\_\_\_\_  
Baby Sitter \_\_\_\_\_  
Father's Work \_\_\_\_\_  
Mother's Work \_\_\_\_\_

**Emergency Contacts**  
Out of State \_\_\_\_\_  
Family \_\_\_\_\_  
Neighbor \_\_\_\_\_  
Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Important Personal Numbers**

**Medical**  
Adult Physician \_\_\_\_\_  
Child Physician \_\_\_\_\_  
Veterinarian \_\_\_\_\_

**Evacuation & Reunion**  
Home Site \_\_\_\_\_  
School Site \_\_\_\_\_  
Away from home \_\_\_\_\_  
Baby Sitter \_\_\_\_\_  
Father's Work \_\_\_\_\_  
Mother's Work \_\_\_\_\_

**Emergency Contacts**  
Out of State \_\_\_\_\_  
Family \_\_\_\_\_  
Neighbor \_\_\_\_\_  
Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Family Emergency Contact Information

Fill in personal important numbers below. Do the same with lists on page 34 and provide to each family member.

### Important Local Phone Numbers

Sacramento (916)

Emergency (Police/Fire/Rescue) ..... 9-1-1  
 for cell phones ..... 874-5111

**Non Emergency Police**

City of Sacramento ..... 264-5471  
 County of Sacramento ..... 874-5115  
 Elk Grove ..... 714-5115  
 Citrus Heights ..... 486-1114  
 Rancho Cordova ..... 874-5115  
 Folsom ..... 355-7230  
 Isleton ..... 777-7774  
 Galt ..... (209) 366-7000

Crime Alert ..... 443-HELP  
 Amber Alert ..... (800) 222-FIND (3463)  
 SMUD Utility 24 Hr Service ..... (888) 742-7683  
 PG&E Utility 24 Hr Service ..... (800) 743-5000

**County Emergency Operations:**

Office ..... 874-4670  
 24 Hour Number ..... 875-5000  
 Urban Flooding ..... 875-7246

American Red Cross ..... 368-3131

Poison Control ..... (800) 222-1222

### Important Personal Numbers

**Medical:**

Adult Physician \_\_\_\_\_  
 Child Physician \_\_\_\_\_  
 Veterinarian \_\_\_\_\_

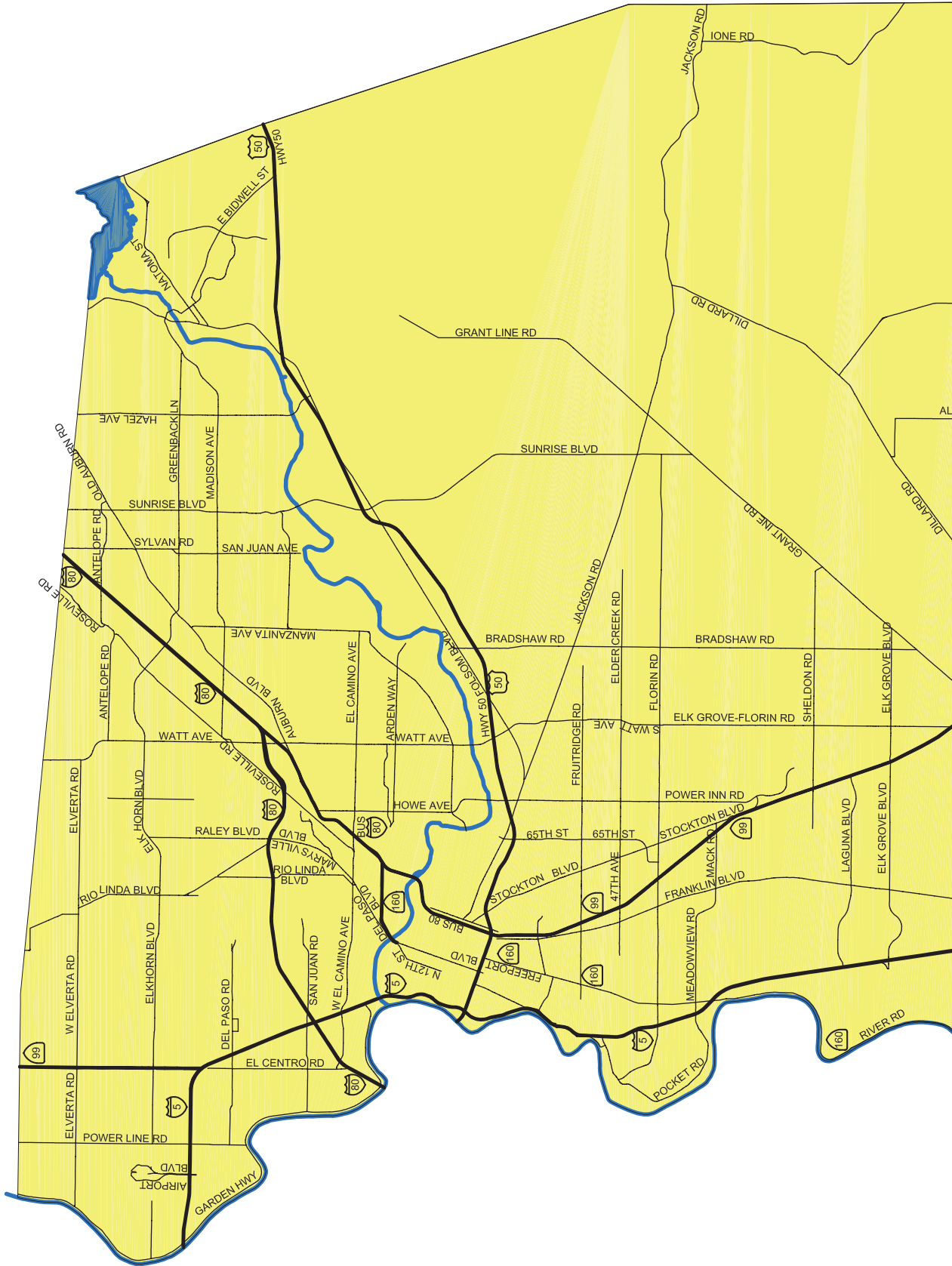
**Evacuation & Reunion**

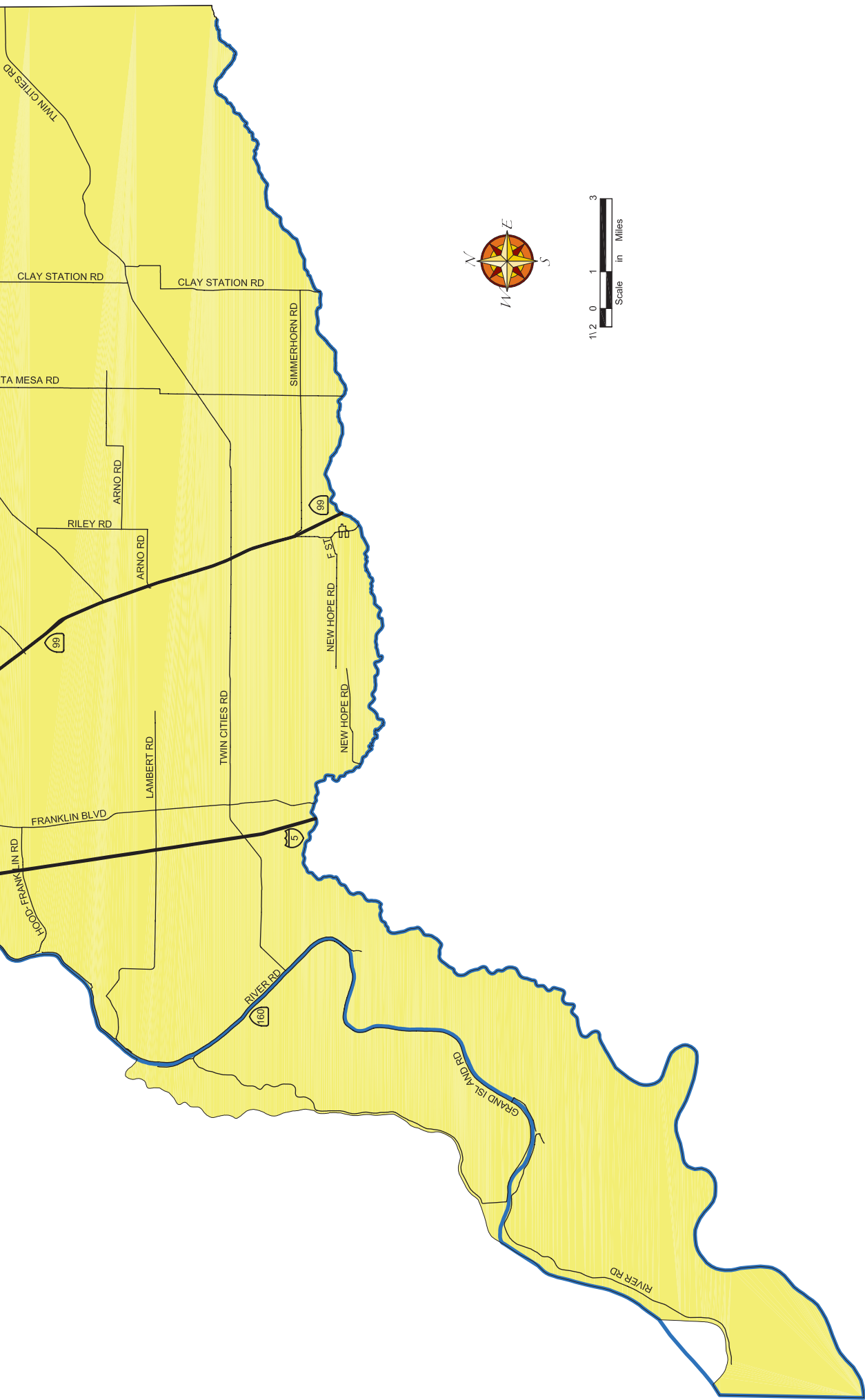
Home Site \_\_\_\_\_  
 School Site \_\_\_\_\_

**Emergency Contacts:**

Out of State \_\_\_\_\_  
 Family \_\_\_\_\_  
 Neighbor \_\_\_\_\_  
 Other \_\_\_\_\_  
 \_\_\_\_\_

Away from home \_\_\_\_\_  
 Baby Sitter \_\_\_\_\_  
 Father's Work \_\_\_\_\_  
 Mother's Work \_\_\_\_\_





## Important Local Phone Numbers

Sacramento (916)

Emergency (Police/Fire/Rescue) .....	9-1-1
for cell phones .....	874-5111
<b>Non Emergency Police</b>	
City of Sacramento .....	264-5471
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Elk Grove .....	714-5115
Citrus Heights .....	486-1114
Rancho Cordova.....	874-5115
Folsom.....	355-7230
Isleton.....	777-7774
Galt.....	(209) 366-7000
Crime Alert.....	443-HELP
Amber Alert.....	(800) 222-FIND (3463)
SMUD Utility 24 Hr Service .....	(888) 742-7683
PG&E Utility 24 Hr Service .....	(800) 743-5000
<b>County Emergency Operations:</b>	
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American Red Cross.....	368-3131
Poison Control .....	(800) 222-1222

You may view this guide online and print additional copies at [www.ucdmc.ucdavis.edu/areyouprepared/](http://www.ucdmc.ucdavis.edu/areyouprepared/)

*Prepared as a collaborative project between UC Davis Health System and several emergency response agencies and departments in Sacramento County.*