

Disabilities and disaster preparedness

Waikato CDEM Group
Welfare Advisory Group





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Preface

This guideline has been designed to help people who have physical, visual, auditory or cognitive disabilities to prepare for natural disasters and their consequences. We have endeavoured to make this guideline appropriate to the Waikato and to New Zealand and the many types of disaster we can face.

This can be used by those with a disability and can be useful for those who work with the disabled or elderly. This guideline should be read first and then use the appendixes “check lists” at the back of this guideline to assist in your preparedness plans

If you have any questions you should contact your local Civil Defence office or view these websites:

 www.civildefence.govt.nz

 www.waikatoregioncdemg.govt.nz

Acknowledgement

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The American Red Cross for allowing us to use their booklet “Disaster Preparedness for People with Disabilities” as a base reference document.

Introduction

“It sometimes does us a power of good to remind ourselves that we live on two volcanic rocks where two tectonic plates meet in a somewhat lonely stretch of windswept ocean just above the Roaring Forties. If you want drama you’ve come to the right place”

– Hon Geoffrey Palmer

These “plates” can generate volcanoes and earthquakes. Seismic activity and earthquakes elsewhere in the Pacific or Tasman could generate a Tsunami.

These events could cause a disaster.

Hazards within the Waikato that you should be aware of when preparing your plans are:

- Tsunami
- Earthquake
- Volcanic
- Flooding
- Landslips
- Weather related
 - Thunderstorms – Hail and Lightening
 - Tornadoes
 - Heavy rain squalls
- Fire – Rural and Urban
- Hazardous Spills
- Transportation
 - Roving
 - Rail
 - Air
- Pandemic
- Foot and Mouth bio hazard

Disasters can happen anytime, anywhere, and often without warning. Emergency Services, Agencies and Civil Defence will respond but cannot be everywhere at once.

New Zealand Civil Defence and Emergency Services refer to the “4 Rs” when planning for and responding to Emergency Events. This is replicated within the Waikato.

1st R – Reduction:	Identify and Prioritise Risks then “Reduce impact if possible” Example from Health: Risk = Flu Season. Reduction method = Flu Vaccine
2nd R – Readiness:	Have a plan, (practice the plan) and be prepared
3rd R – Response:	Planned actions you will take in the event
4th R – Recovery:	Post event get back to your normal or as close as normal pre-event living. It is important to reassess your plan post event as there maybe changes needed – Did it work?

You will see the “Four Rs” used through out this booklet.

Every Person in New Zealand needs to be able to “GET READY GET THROUGH” (See the back page of your Yellow pages)

Being ready for an emergency is part of maintaining your independence. You will be better able to cope in a disaster if you are prepared ahead of time, and recovery will be easier.

Basic needs like food, shelter and water for everyone who needs them, is the first priority for disaster relief organisations. Your needs such as medications or restoring power supplies for power-dependant equipment might not happen right away. It is important for everyone to be prepared to meet their basic needs by storing food and water for a minimum of three days or more. As a disabled person, you should also be prepared to meet your specific needs.

Examples: Store sufficient oxygen, medications, battery power etc to last for at least seven days.

Consider, what challenges you would face if you could not use your home and personal belongings. You can meet your personal needs by preparing beforehand. If you have a disability service animal (seeing-eye dog), provision for their care will also need to be considered.

This booklet will help you discover what you need to do to be prepared. Remember easy to follow Lists and Actions for you to complete are provided within this booklet.

Self-confidence based on knowledge, preparation, and practice will give you and your family the best chances for Survival and Recovery.

Reduction

Disasters

To prepare for a disaster you need to consider what kinds of disasters could occur in your area. As listed on page 3 we could suffer effects from Volcanic eruptions, Earthquakes, Tsunami and Storm surges. Numerous instances of devastation through natural disasters in New Zealand have occurred (Cyclones, Floods, Earthquakes). Being prepared in advance could be a life saver.

New Zealand Civil Defence has outlined a list of 'what to do' in the back of each regions Yellow Pages telephone book. Only some emergencies will require your evacuation and each possibility needs to be planned for. Things can be even harder for people with disabilities. Your ability to communicate may be restricted through outside pressures. Your environment may change and become unfamiliar. Stress and uncertainty can become barriers to your wellness. All of these can be lessened with disaster preparedness.

Preparing takes time and effort and you might want to do a little at a time but the important thing is to start. The more you do, the better you can protect yourself.

Refer to Appendix B for a week by week / step by step guide to gathering items and tasks to do.

Disasters have many effects – Storms with high winds or earthquakes can cause a great deal of destruction. Where violent shaking occurs, a large amount of hazardous debris can be produced within your property and outside.

Floods, earthquakes and severe storms can make roads and walkways impassable and are often covered in debris that can take weeks to clear (Silt, Cracks, and Liquefaction as in the Christchurch Earthquake).

Familiar landmarks you use inside and outdoors may be moved or be destroyed. If you have an animal such as a guide dog, these may be hurt or too frightened to work.

Your home may be damaged and isolated. It may sustain enough damage to make it unliveable for some time. Services such as electricity, gas, water and telephone may not be operating for some time.

Noisy surroundings like evacuation centres may interfere with hearing aid function and may be disorienting for people with visual impairments.

Know how disaster-related stress may affect your disability. Experiencing a disaster can be overwhelming. Stress makes many conditions worse. Everyone affected by a disaster may experience one or several of the following:

Psychological and Emotional	Physical
<ul style="list-style-type: none"> • Anxiety • Irritability, restlessness, over-excitability • Depression, moodiness, crying • Anger, blaming • Feelings of apathy, diminished interest in usual activities • Feelings of isolation, detachment, estrangement • Feelings of guilt about surviving • Denial or constriction of feelings • Flashbacks or unwelcome memories of the disaster • An exaggerated reaction to being startled • Recurrent nightmares about the disaster or about other traumatic events • Inability to fall or stay asleep • Sleeping excessively 	<ul style="list-style-type: none"> • Headaches • Weakness • Nausea, upset stomach, other gastrointestinal problems • Muscle soreness • Hot or cold spells, sweating or chills • Numbness or tingling in body parts • Heavy feeling in arms and/or legs • Feeling a “lump” in your throat • Chest pains • Trouble catching your breath; rapid breathing • Tremors • Fatigue • Increase in allergies, colds, flu • Heart palpitations
Thought	Behaviour
<ul style="list-style-type: none"> • Poor concentration • Mental confusion • Slowness of thought • Inability to express yourself verbally or in writing • Forgetfulness • Inability to make judgements and decisions • Loss of ability to think of alternatives or prioritise tasks 	<ul style="list-style-type: none"> • Hyperactivity • Outburst of anger or frequent arguments • Loss of objectivity • Withdrawal, social isolation, distancing yourself from others • Increased use of alcohol, tobacco, or other drugs • Avoidance of activities or places that remind you of the disaster • Family problems

If any of these symptoms affect your ability to function, seek medical attention.

Some people may never have a reaction. Others may have delayed reactions that show up days, weeks, or even months after the disaster happens. After a disaster, be sure to talk to someone about how you are feeling; a member of the clergy, a counsellor, or workplace counsellor. Remember that service animals may also suffer emotional trauma. Get their daily routine back to normal as soon as possible. This will make it easier for them to serve you as before.

A disaster may affect your independence

If you rely on knowing your surroundings well, a disaster can change your ability to deal with this environmental change. It is important that you anticipate for your lowest level of functioning when producing your personal disaster plan. Your condition may become worse because of physical or emotional reactions to stress.

Examples:

- Do you need the aid of devices on a daily basis?
- You may need a wheelchair after a disaster.
- You may need to ask for help to do things you would usually carry out independently.
- You may, need help putting your home back in order, filling out forms, or providing documentation and information to disaster relief agencies.

Understandably, this may make you feel vulnerable. A personal support network that knows your needs can anticipate or assist in making your Response and Recovery easier and less stressful.

How to reduce the impact of a disaster on yourself

What can you do to reduce the effects and to develop a personal disaster plan

- Create a personal support network.
- Complete a personal assessment of your needs (see appendix)
- Collect information and take actions that will help you meet your needs during evacuations and after the disaster happens.
- Gather essential supplies you will need during and after a disaster, especially those specific to your disability.
- Make your home and office safer.

Again - Easy to follow Lists and Actions for you to complete are provided within this booklet

Readiness/Response

Establish a support network

Build a support team of people who will help you in an emergency. They should be people who are within your living / working area. Some points to think about are:

- The first people to assist in an emergency are often your neighbours, friends, caregivers and co-workers.
- Do not depend on one person. That person may not be able to contact you or be available when you need them, so it is important that your support team includes other people.
- Your support network can help you identify and get the resources you need to cope effectively with developing this plan and when in a disaster event.
- They could help you practice vital activities such as evaluating your home or workplace.
- Build a support team at work, home, or school. It is hard to predict who will be around you at any given time.
- Your network should have a minimum of three people.

In drawing up your plan, look to:

- Agree on how you will contact each other during an emergency.
- Do not count on telephones working.
- Choose a signal for help that you both understand, they could be
 - shouting
 - knocking on the wall
 - using a whistle.
 - Visual signals could include hanging a sheet outside your window.

Arrange with your network to check on you immediately if local civil defence warning is issued. Organise this before an emergency happens as part of your Readiness preparedness.

Think of what your needs would be in a disaster and discuss these with your networks.

Complete a written assessment of your needs with your network (see appendix).

Practice your plan. Try to simulate any problems or obstacles you may experience with your network. Ask them to 'practice' with any of your special equipment so that they are comfortable when using it during an emergency.

If you have a 'help-animal' make sure it knows the people in your network.

Plan multiple ways to give and get information. The more systems you have available to you, the more likely it is that you will be able to contact other people. These could be:

- A standard (non digital) telephone that does not require electricity
- Cell phone and text messaging
- Two-way radio
- Portable radio and batteries
- Internet / Email
- Pager

Let your network know when you are breaking your normal routine or travelling away from your usual places.

Review and revise your personal assessment and disaster plan regularly.

Ensure your Network help in this review or are aware of the changes.

The trusting relationship you develop with the members of your network should be mutual. Learn about each others needs and how to assist each other during an emergency.

Prepare yourself based on the capabilities and limitations you believe you will have after the disaster. Normal ways of support may not be available to you for some time during an evacuation or after a disaster (Easy to follow list templates for you to complete are provided in this guideline).

Emergency information list

Make a list of emergency information that you and your network can use. This list will let others know who to call if they find you unconscious, unable to speak, or they need to help you evacuate quickly. Besides emergency out-of-town contacts, your list should include the names and numbers of everyone in your network.

If you have a communication disability, make sure your emergency information list notes the best way to communicate with you. Examples: writing notes, pointing to letters, words, or pictures, or finding a quiet place.

Medical information list

Complete a medical information list that you and your network can use.

- Your medical providers
- Names of medications you take and their dosages
- The condition for which you take the medication
- Name of the doctor who prescribed it. The doctors phone number.
- Record any adaptive equipment you use
- Allergies and sensitivities
- Communication or cognitive difficulties you may have

Keep this list attached to your emergency information list.

Attach copies of health insurance and other relevant information with your Medical Information list.

Keep at least a seven day supply of your essential medications

Talk with your doctor or pharmacist about what you should do if you do not have enough medicine after a disaster. Ask about the shelf life of your medications and the temperatures at which they should be stored.

Note: If you take medications (such as methadone, chemotherapy or radiation therapy) administered to you by a clinic or hospital, ask your provider how you should prepare for a disruption caused by a disaster.

For information about how to prepare for disasters that are specific to your area, consult the back cover of your Yellow Pages or contact your local Civil Defence centre.

Waikato region civil defence and emergency management group:
www.waikatoregioncdemg.govt.nz

More “Readiness”

Areas to think about in general for all hazards:

- Learn about any community’s warning systems and community emergency plans and what you need to do prior to the Emergency
- Liaise with your support network on possible solutions do deal with a situation where outside movement will be severely restricted.

“Response” in a Disaster

- Listen to your radio and or TV for instructions from the Emergency Services or Civil Defence
- If you have access to the internet, check the Local or regional civil defence website for instructions and updates.
 - Waikato Region Civil Defence and Emergency Management Group website noted above has links to all Councils and Emergency Operations areas.
- Take steps at the early warning stage to make sure care structures are in place for the situation.
- Keep your service animals with you. In a safe place at home, or take them with you to a shelter if you have to evacuate.

“Get out your plan and start to action it”

Areas to think about under specific hazards:

Earthquake

- Identify safe places to go to during a disaster
 - Home
 - Work
 - Normal areas you visit
- Identify sturdy tables or desks to get under in each room
- If you cannot get under a desk or table, move near an inside wall. Cover your head and neck as best you can.
- Lock your wheels if you are in a wheelchair
- In bed, pull the sheets and blankets over you and use your pillow to cover and protect you head and neck

Volcanic Eruption

- Stay indoors with your service animals / or pets as much as possible unless told otherwise.
- Save water at an early stage as supplies may become contaminated
- Conserve your already prepared water
- If you are able, keep the gutters and roof clear of ash to prevent collapse
 - Do not do this on your own
- If you must go outside, use protective clothing, cover your head, breathe through a mask or cloth and carry a torch
- If you have not been advised by officials to leave your home, stay inside and on the highest level you can

Tsunami risk zone

- Respond to the any warning systems you hear or see
- If you are on the beach or near the river when a strong earthquake occurs, or the tide recedes faster than normally, immediately move inland to higher ground
- Signal to others around you the threat and request assistance if you require it.

Fire / Smoke

- Install at least one smoke detector on each level of your home and sleeping areas.
- Replace the batteries once a year, or on daylight saving change over's.
- Test regularly by pushing the button

Utilities

Get in touch with your utility companies and seek their advice for you during events. The following areas should be considered:

- Find the location of the main utility cut off valves and switches in your home.
- Learn how and when to disconnect them during an emergency. If you cannot practice alone, arrange for your network to help.
- Turn off utilities only if local officials tell you to do so or if you believe there is an immediate threat to life.
- Turn off electrical switches and taps in rooms where they are not needed.

Evacuation Plan

Prepare an evacuation plan before a disaster happens. If you have to leave your home or workplace, you may need someone's help to evacuate safely, especially down stairwells. If you need assistance during an emergency and your network is not available, find helpers and tell them about your condition. Give them instructions on what you need and how they can help you evacuate. Practice using different ways out of a building, especially if you are above the first floor in a building with many storeys. Remember, the elevator may not work or should not be used. Decide what type of equipment you may need for assistance. If you cannot use the stairs, talk with your network about how you should be evacuated. They may want to undertake special training to teach them the safe way to lift and carry you without injuring you or themselves. If you need devices for an emergency escape, think about your physical capabilities before making a purchase. Store devices nearby where they can be accessed easily.

Draw up a floor plan of your home with your personal network and consider the following areas:

- Identify as many exits as possible from each room and from the building you are in.
- Be sure to include the windows as exits.
- Mark where your disaster supplies kit is.
- Give a copy of the floor plan to your personal network.

When travelling

- Let the hotel or motel front desk know of your possible needs in case of an emergency.
- Describe the type of help you may need.
- Remember to let your network members know your travel plans
 - When you plan to leave and when you plan to return.

- Keep them abreast of any changes to your itinerary
- Always check before that your accommodation will accept your service animal

Practice how to quickly explain to people the best way to guide or move you and your equipment, safely and rapidly. Give brief clear and specific instructions and directions to rescue personnel, either orally or if communication may be a problem, consider carrying pre printed messages with you.

For example:

“Please take my oxygen tank. I can breathe without it for 15 minutes”

“I am blind. Let me take your left arm above the elbow and I’ll follow you out”

“I may have trouble understanding what you tell me. Speak slowly and use simple words”

“You have to carry me out. Get an evacuation chair hanging and I will tell you what to do next” or “The traditional ‘fire-fighters carry’ is hazardous for me because of my condition. Carry me by

When needed, ask for accommodation from Civil Defence. If you attend a welfare centre insure you communicate with a responder or relief worker if you cannot wait in line for long periods.

Practice how to explain clearly and briefly why you need this assistance. You may want to write it down ahead of time.

If you have a vehicle, keep your fuel tank more than half full at all times. Also stock your vehicle with a small disaster supplies kit.

If you do not drive, talk with your network about how you will leave the area if the authorities advise an evacuation.

In some cases, civil defence emergency management teams will organise controlled evacuations. Instructions will be issued via all the main communication channels / sites.

Become familiar with the emergency or disaster / evacuation plan for your office, school or other locations where you spend a lot of time. If the current plan does not make arrangements for people with disabilities, make sure the management at these sites know your needs. Be sure that you are included in the overall plan.

Choose an alternate place to stay, such as with friends, family or a hotel / motel outside your area if you have been told to leave your home. You may have enough warning before the disaster occurs.

Plan for your animals. For service animals, you will need to take vaccination records, food, medications, identification and harnesses with you.

Make a checklist of the many parts to your Disaster Preparedness Plan. Note the date that you finish each preparation, and review and update regularly.

Disaster supplies kit

A disaster supplies kit contains food, water, tools and other things you and your service animal will need immediately after a disaster strikes. Your kit should have enough food and water supplies to sustain you and those you live with for at least three days, preferably seven days or more.

You do not need to collect all the items for your disaster supplies kit all at once. First, pick out the supplies you already have and put them in your kit. Next, as you plan your weekly or monthly budget, try to include a few items for your kit.

Talk to your doctor about how you can collect and store a seven-day supply of necessary prescription medications. There are different types of disaster supply kits you should assemble. Combine the kits as you need them and store them where it is easy for to access them. Refer to appendix.

Basic disaster supply kit

Make a disaster supply kit that contains your basic disaster supplies for home and your disability-related supplies. You should keep enough basic supplies to maintain you in your home for at least three days, preferably seven or more.

Supplies related to your disability should last a minimum of seven days. Remember any special dietary needs you may have when planning your kit. (See appendix) for a list of basic disaster supplies).

First aid kit

Put together a first aid kit. This will go in your basic disaster supplies kit. Include a first aid book, sanitary supplies, extra glasses and case or contact lenses and solution for contact lenses if you wear them. (See appendix).

Disability-related supplies and special equipment

List the special supplies and equipment you need. Be sure to note the places where they are stored. Keep mobility aids near you at all times. If you have additional assisting tools (such as a walking stick), have them available at several locations. Disability-related supplies can be part of both your basic and portable disaster supplies kits. If you must leave your home for any reason, your disability-related supplies will be available to take with you. If you are confined to your home, these supplies will be available along with your basic disaster supplies kit.

Portable disaster supplies kit

Get a bag or pouch with lots of pockets, or a small backpack and keep within reach. Your portable kit should include a copy of your emergency information list and other lists; a small torch; a whistle or noisemaker; water; extra medication and a list of medications; sanitary supplies; extra glasses and/or hearing aid; a pad and pencil or other writing device; At night, keep these portable supplies either next to or under your bed. Keep your cell phone fully charged and within reach at all times.

Disaster supplies for your car

Beside the basic disaster supplies listed on Appendix A, you should also carry other disaster supplies in your car like:

- Several blankets
- an extra set of mittens or gloves, wool socks and a woollen hat
- jumper cables and instructions
- a brightly coloured cloth to use as a flag for signalling
- A cell phone charger in any vehicle you use regularly

In some areas, a small sack of sand or kitty litter for traction; a small shovel and a set of tyre chains or traction mats may be a sensible addition to the car kit.

Service animal and pet supplies

Your service animal and pet supplies kit should include food;

- Water
- a leash or harness
- a collar and identification tags
- a bowl and plastic bags for disposal of faeces.

Other items to be considered are;

- A familiar toy/blanket
- A basic antibiotic cream from the veterinarian and pad protectors to protect against glass and debris or hot surfaces.
- Dogs and cats should wear collar and tags.
- Dogs should be lead with a leash or harness
- Cats should be moved in a pet carrier.
- Keep an extra harness with your disaster supplies for each animal.
- Ensure that all licences and vaccinations are current.
- Identification tags should list both your telephone number and that of your emergency contact person.

Power dependent equipment

If you use a battery-operated wheelchair, life-support system or other power dependent equipment, you need to plan how you will recharge your batteries or provide an alternative power source for your equipment. Most electricity companies in New Zealand now flag their power-dependent consumers. You should contact your local supplier to ensure you are on their list.

Your equipment supplier will explain if there are other ways to charge batteries (for example, by connecting jumper cables to a vehicle battery or by using a converter that plugs into your vehicles cigarette lighter).

Additional information on equipment, supplies and wheelchairs

Keep a patch kit and can of seal-in-air product in your portable disaster supply kit to repair flat tyres. Also keep an extra supply of inner tubes.

Keep a pair of heavy gloves in your portable disaster supply kit to use while wheeling or making your way over glass and debris.

In areas prone to earthquakes, keep the wheelchair wheels locked and the wheelchair close to your bed at night to be sure it does not fall over. If available, store a lightweight manual wheelchair for backup

Sight Impaired

Store a talking or Braille clock or large-print timepiece with extra batteries. Have at least one extra white cane.

Mark your disaster supply items, gas, water and electricity shutoff valves with fluorescent tape, large print or Braille.

Store extra magnifiers. Have an extra pair of glasses.

Keep a torch, whistle or other noisemaker and pad and pencil by your bed.

Hearing Impaired

Keep a card in the disaster supplies kit in your home and car and with you at all times that indicates that you are Deaf. Include any other appropriate information such as “I do (or do not) know New Zealand Sign Language.” or “My hearing dog can legally remain with me”

Consider buying a power converter if you use a laptop or electric communication device to communicate. This may enable you to use your laptop or communication device through the cigarette lighter of a vehicle.

If you use an augmentative communication device, such as an electronic communicator or artificial larynx, that allows you to communicate by voice, be sure to keep it close to you at night in a safe place.

Store copies of a word or letter board and pre-printed key phrases you would use in case of an emergency in all of your disaster supplies kits and your wallet or purse.

Keep in mind that traffic delays and / or severe weather hazards can happen when you do not expect them. Be sure to carry the equipment and fluids (temperature controlled) you will need when travelling.

Keep a copy of any instructions or information you think you will need. Keep a copy of this information in the disaster supplies kits you keep both at home and in your car. Prepare this information in a way that is easy for you to understand. You may want to break down the information into a step-by-step outline. This format will help you remember what to do during the confusion of a disaster.

Have a pencil and paper ready to keep track of any new instructions or information you may receive and as a backup communication resource.

It is good practice to carry on you at all times emergency health information containing your critical health information and emergency contacts.

Emergency health information communicates to emergency and rescue personnel what they need to know about you if they find you unconscious, confused, in shock or just unable to provide information.

Sometimes emergency personnel only have seconds to make decisions about your care. This emergency health information needs to be reviewed and updated whenever your medications or other information changes.

Storing supplies

Store emergency documents in sealed plastic bags in your basic disaster supplies kit. Copies of lifesaving information (i.e, specifications/settings for adaptive equipment or medical devices) should be stored in your basic disaster supplies kits and with your disability-related supplies, portable supplies kit, car supplies, and supplies you keep at work.

Keep other emergency documents in your disaster supplies kit for home so you can get to them in an emergency. If you receive benefits from Work and Income, put a copy of your most recent award letter with these documents as well. It would be prudent to have copies of your important documentation with an out-of-area support person in a sealed envelope and mark them “open in an emergency for [name] only”.

Store your disaster supplies kit in a safe, dry place that is easy for you to get to. This place should also be easy for your network, or anyone who comes to assist you, to identify.

Replace your supply of food and water every six months. Also check the expiration dates of store prescription medications. Replace items in your supplies kit that are old or outdated. Remember to do this by putting new purchases in the kit and using the old kit items you purchased earlier. However, do not borrow items from the kit with the intention of replacing them later. You may forget to do so.

Making your home or office safer

Prepare for disasters ahead of time. This could lessen effects of a disaster.

Check hallways, stairwells, doorways, windows and other areas for hazards that may keep you from safely leaving a building during an emergency.

Secure or remove furniture and other items that may block your path. Try to allow for several unblocked passages to travel after a disaster.

Investigate “emergency lights” that can be plugged into electrical wall outlets. These lights automatically turn on if there is a power outage and may help light your escape paths for you and your network. These lights can remain lit for four to six hours; however, you can turn them off by hand during the daytime to save their battery charge.

Secure pictures, mirrors, cabinets, and other heavy objects to wall studs using the appropriate hardware.

Secure bookcases to wall studs. Use bungee cords or a strip of wood nailed to the edge of the shelf to keep books from falling off.

Strap your water heater and other large appliances to wall studs using strap iron.

Use latches on cabinets so that their contents do not fall out if the building shakes.

Use hook-and-loop fasteners (such as Velcro®) to secure computers, oxygen equipment and other heavy items to sturdier objects.

Recovery

Following any emergency event is a good time to reassess your plans. Evaluate if they work and make necessary updates to these plans for the future.

Appendix A:

Personal Assessment

Decide what you will be able to do for yourself and what assistance you may need before, during and after a disaster.

Use the list below to identify your personal needs and your resources for meeting them in a disaster environment.

Describe both your physical capabilities right now and the assistance you will need during the time that the disaster disrupts your normal routine. Base your plan on your lowest anticipated level of functioning.

Care equipment

Do you use a shower chair, transfer bench or other similar equipment

My capabilities are:

Assistance I need because of disaster:

Adaptive feeding devices

Do you use special utensils that help you prepare or eat food independently?

My capabilities are:

Assistance I need because of disaster:

Electricity-dependent equipment

How will you continue to use equipment that runs on electricity, such as dialysis, electrical lifts etc?

My capabilities are:

Assistance I need because of Disaster:

Personal care

Do you need assistance with personal care, such as bathing and grooming? Do you use adaptive equipment to help you get dressed?

My capabilities are:

Assistance I need because of disaster:

Water services

What will you do if water service is cut off for several days, or if you are unable to heat water?

My capabilities are:

Assistance I need because of Disaster:

Getting around

How will you cope with debris in your home following the Disaster?

My capabilities are:

Assistance I need because of Disaster:

Transportation

Do you need a specially-equipped vehicle or accessible transportation?

My capabilities are:

Assistance I need because of Disaster:

Errands

Do you need to get groceries, medications, and medical supplies? Think about what you will do if you depend on only one person to shop or run errands for you. What if your assistant cannot reach you because roads are blocked or because the disaster has affected him or her as well?

My capabilities are:

Assistance I need because of Disaster:

Evacuating

Do you need help to leave your home or office?

My capabilities are:

Assistance I need because of Disaster:

Building Exits

If the elevator is not working or cannot be used, are there other exits?

My capabilities are:

Assistance I need because of Disaster:

Getting Help

How will you call for the help you will need to leave the building?

My capabilities are:

Assistance I need because of disaster:

Mobility aids

What will you do if you cannot find your mobility aids, or cannot find or use equipment necessary for your service animal?

My capabilities are:

Assistance I need because of Disaster:

Ramp access

What will you do if your ramps are shaken loose or become separated from the building?

My capabilities are:

Assistance I need because of Disaster:

Service animals/pets

Will you be able to care for your animal (provide food, shelter, veterinary attention, etc) during and after a disaster? Do you have another caregiver for your animal if you are unable to meet its needs?

My capabilities are:

Assistance I need because of Disaster:

Other considerations not already covered

Other consideration 1: (specify)

My capabilities are:

Assistance I need because of Disaster:

Other consideration 2: (specify)

My capabilities are:

Assistance I need because of Disaster:

Other consideration 3: (specify)

My capabilities are:

Assistance I need because of Disaster:

Other consideration 3: (specify)

My capabilities are:

Assistance I need because of Disaster:

Disaster supplies kits and other essential supplies

There are six basics you should stock for your home:

1. water
2. food
3. first aid supplies
4. clothing and bedding
5. tools and emergency supplies
6. special items

Keep items you would most likely need during an evacuation in an easy-to-carry container.

Water

Store water in plastic containers (such as large juice bottles). Avoid using containers that will decompose or break (glass bottles).

A person who is generally active needs to drink at least 2 litres of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers, and ill people need to drink more. Store at least 3 litres of water per person per day. Store an extra 2 litres per person per day for food preparation and sanitation.

New plastic containers can taint water. This can be fixed by filling the new containers with a vinegar solution of about half a cup of vinegar to 20L of water. Leave it overnight, flush out with fresh water. Fill and store in a cool dark place. Remember - it is best to replace the water every six months.

Food

Store at least a three day supply of non-perishable food. Select food that requires no refrigeration, preparation or cooking and little or no water. Include a selection of such things as ready-to-eat canned meat, canned fruit, dried fruit and nuts, canned vegetables in your disaster supplies kit.

Essentials

Battery-operated radio and extra batteries

Torch and extra batteries

(There are now torches available that are dynamo (wind-up) powered)

Do not include candles as they cause more fires after a disaster than anything else.

First aid kit

Assemble a first aid kit for your home and one for each car. They should include the following:

- Sterile, adhesive bandages
- Assorted sizes of safety pins
- Cleansing agent/soap
- Latex gloves (2 pairs)
- Sunscreen
- 5cm sterile gauze pads (4-6)
- 10cm sterile gauze pads (4-6)
- Triangular bandages (3)
- 5cm sterile roller bandages (3)
- 8cm sterile roller bandages (3)
- Scissors
- Adhesive tape
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Extra eye glasses
- Petroleum jelly or other lubricant

Non-prescription drugs

- Aspirin or Paracetamol Pain reliever
- Anti-diarrhoea medication
- Antacid (for stomach upset)
- Laxative

Sanitation

- Toilet paper, towelettes
- Soap, liquid detergent
- Feminine hygiene supplies
- Personal hygiene items
- Plastic rubbish bags, ties (for personal sanitation uses)
- Plastic bucket with tight lid
- Disinfectant and/or household
- Chlorine bleach
- Tissues

Clothing and bedding

- One complete change of clothing and footwear per person
- Sturdy shoes or work boots
- Rain gear
- Blankets or sleeping bags
- Hat and gloves
- Thermal underwear
- Sunglasses

Tools and supplies

- Plastic plates, cups and utensils
- Money (cash, cheques)
- Non-electric can opener, utility knife
- Shutoff wrench to turn off household gas and water.
- Tape such as Duct tape
- Compass
- Matches in waterproof container
- Aluminium foil
- Plastic storage containers
- Signal flare
- Paper, pencil
- Needles, thread
- Heavy work gloves
- Whistle
- Patch kit and can of seal-in-air
- Disposable dust masks
- Plastic sheeting

Baby

- Formula
- Nappies, wipes
- Bottles and sterilising equipment
- Baby food
- Medications
- Spoons
- Changes of clothing/bedding

Important family documents

- Keep these records in a waterproof, portable container.
- Copy of will, insurance policies, contracts, deeds, stocks and bonds
- Copy of passports
- Community card details, Work and Income account details
- Immunisation records
- Record of credit card accounts / bank account numbers
- List of names and phone numbers
- Inventory/value of valuable household goods
- Family records (birth, death and marriage certificates)

Medical needs

- Heart and high blood pressure medication
- Insulin
- Prescription drugs
- Denture supplies
- Contact lenses and supplies

Service animals and pets

- Food and water, feeding dishes
- Leash/harness
- Identification tags
- Medications and medical records
- Litter and pan

Entertainment

- Games and books

Other Disaster Supplies

Assemble the supplies listed below in addition to your basic disaster supplies kit. Combine these with your disaster supplies kit as you need them. Store them somewhere that is easy for you to get to.

Appendix B:

Disaster supplies calendar

This Disaster Supplies Calendar is intended to help you prepare for disasters before they happen. Using the calendar, you can assemble a disaster supplies kit in small steps over a five-month period. Check off items you gather each week. Remember to change and replace perishable supplies (such as food and water) every six months.

* = One for each member of the household

*1 = Make sure to keep a check on expiry dates

Week 1 – Grocery

- 2 Litres water *
- 1 Jar peanut butter
- 1 Litre container of juice *¹
- 1 can meat or fish *
- Hand operated can opener
- Permanent marker pen
- Also pet food, nappies, and baby food if needed.

To do

- Date each perishable food item using the marking pen.
- Learn more about the kinds of disasters that can happen in your area.

Week 2 – Hardware

- Heavy rope (cotton/hemp)
- Duct tape
- 2 torches with batteries or dynamo powered torches
- Matches in waterproof container
- Also a leash or carrier for your pet.

To do

Complete a personal assessment of your needs and your resources for meeting your needs in a changed disaster environment.

Week 3 – Grocery

- 2 Litres water *
- 1 can meat or fish *
- 1 can fruit *¹
- Feminine hygiene products
- Pencil and paper
- Aspirin or non-aspirin based pain reliever
- Laxative
- Also 2 litres of water for each pet

To do

Create personal support network who can help you identify and obtain the resources you will need to cope effectively with disaster

Week 4 – Hardware Store

- Patch kit and can of seal-in-air product for tyres of mobility aids
- Compass
- Extra medications or prescriptions marked 'emergency use'.

To do

- Develop a personal disaster plan.
- Give copies of the following lists to your network: emergency information list, medical information list, disability-related supplies and special equipment list, and personal disaster plan.

Week 5

Grocery Store

- 2 Litres water *
- 1 can meat or fish *
- 1 can fruit *
- 1 can vegetables *
- 2 rolls toilet paper
- extra toothbrush
- travel size toothpaste

Also special food for special diets if needed
e.g. diabetic

To do

- Identify safe places to go in case of fire, earthquake, flood.
- Practice fire, earthquake and evacuation drills with your network.
- Make a floor plan of your home. Including escape routes.

Week 6

First Aid Supplies

- Sterile adhesive bandages in assorted sizes
- Safety pins
- Adhesive tape
- Latex gloves
- Sunscreen
- Gauze pads
- Sterile roller bandages

Also extra hearing aid batteries if needed.

To do

- Ask your local civil defence emergency management centre if emergency transportation services are available in case of evacuation.

Week 7

Grocery Store

- 2 Litres water *
- 1 can ready-to-eat soup (not concentrated)*
- 1 can fruit *
- 1 can vegetables *
- sewing kit
- disinfectant

Also extra plastic baby bottles, formula, nappies if needed

To do

- Set up an out-of-town contact to call in case of emergency and share this information with your network.
- Make arrangements for your network to check on you immediately after the disaster.

Week 8

First Aid Supplies

- Scissors
- Tweezers
- Thermometer
- Liquid antibacterial hand soap
- Disposable hand wipes
- Needles
- Petroleum jelly or other lubricant

Also extra eye glasses if needed — put in first aid kit.

To do

- Place pair of shoes and torch beside your bed in case of emergency.
- If blind — mark supplies with fluorescent tape and store extra white cane and talking clock.

Week 9

Grocery Store

- 1 can ready-to-eat soup *
- Dish wash liquid
- Household chlorine bleach
- Heavy duty rubbish bags with ties
- Antacid (for stomach upset)

Also saline solution and a contact lens case if needed.

To do

- Familiarise your network with any areas on your body where you have reduced sensation
- Choose a signal with your network that means you are okay and have left the disaster site
- If you have a communication disability, store a letter board with disaster supplies

Week 10

Hardware Store

- Waterproof portable plastic Container with lid (for important papers)
- Battery powered radio
- Wrench/spanner needed to turn off utilities

To do

- Take your network out to check the gas and water shutoffs. Discuss when it is appropriate to turn off Utilities.
- Attach a wrench/spanner next to shutoff valves for each utility so it will be there when needed.
- Make photocopies of important papers and store safely

Week 11

Grocery Store

- 1 Litre container of juice *1
- Large plastic food bags
- 1 box quick energy snacks (muesli bars etc)
- 3 rolls paper towels
- Medicine dropper

To do

- Purchase a phone card for emergency phone calls.
- Take a field trip to find a public card phone that is close to your home.
- Test your smoke detector(s) and replace battery in each that is not working.

Week 12

Animal Care Store

- Extra harness, leash, ID tags and food for your service animal and/or pets
- Litter and pan
- Extra water

Veterinarian

- Obtain current vaccination and medical records for your animal(s).
- Medications

To do

- Develop a pet care plan in case of disaster.
- Make photocopies of all vaccination records and put in disaster kit.
- Put extra harness, leash, ID tags in your disaster kit.

Week 13

Hardware Store

- Whistle
- Pliers
- Screwdriver
- Hammer
- Perforated metal tape (plumbers tape or strap iron)
- Crowbar

To do

- Take a first aid/CPR course.
- Arrange to have your hot water cylinder strapped to wall studs using the strapping iron.

Week 14

Grocery Store

- 1 can fruit *
- 1 can meat or fish *
- 1 can vegetables *
- 1 pack eating utensils
- writing paper
- Cups

To do

- Make sure your neighbours know what help you may need in an emergency and how best to assist.
- Practice using alternate methods of evacuation with your network.

Week 15

Hardware Store

- Extra torch and radio batteries
- Assorted nails
- Wood screws
- Brackets for fixing bookcases and cabinets to walls
- Labels for your equipment and supplies

To do

- Make arrangements to bolt bookcases and cabinets to wall studs.
- Label equipment and attach instruction cards.

Week 16

Grocery Store

- 1 can meat or fish *
- 1 can vegetables *
- 1 box tissues
- 1 box of quick energy snacks
- Dried fruit/nuts

To do

- Find out if you have a Neighbourhood Support group and join it.
- Develop a disaster supplies kit for your vehicle.

Week 17

Grocery Store

- 2 packets Digestive biscuits
- Assorted plastic containers with lids
- Dry cereal
- Anti diarrhoea medication
- Antiseptic

To do

- Arrange for a friend or neighbour to help your children if you are not able to respond or are at work.
- Check with your child's school or day care centre to find out about their emergency plans.

Week 18

Hardware Store

- "Child proof" latches or other fasteners for your cupboards
- Double-sided tape or Velcro® fasteners to secure moveable objects
- Plastic bucket with tight lid
- Plastic sheeting

To do

- Arrange for someone to install latches on cupboards and secure moveable objects.
- Put away a blanket or sleeping bag for each household member.
- Purchase and have installed an emergency escape ladder for upper storey windows if needed.

Week 19

Grocery Store

- 1 box quick-energy snacks
- Comfort food (such as sweets, biscuits, chocolate)
- Plastic wrap
- Aluminium foil

Also denture care items if needed.

To do

- Review your insurance coverage with your insurance companies to be sure you are covered for disasters that may occur in your area. Update as needed.

Week 20

Hardware Store

- Camping or utility knife
- Work gloves
- Safety goggles
- Disposable dust masks

Specialty Store

- Extra battery for motorised mobility aids.

To do

- Find out about your workplace disaster plan.

If you can, make a tape or take photos of your house contents for insurance purposes. Send copies to an out of town friend or family member for safe keeping.

Appendix C:

Important lists

Complete these forms and copy to your Emergency Contact People and Network

Emergency information list

Name: _____

Birth date: _____

Address: _____

Telephone: _____

Local Emergency Contact Person: Emergency Contact Number: _____

Network Members and Contact Numbers: _____

Out-of-town contact and contacts numbers: _____

How Best to Communicate With Me: _____

Medical information list

Name and Address of Doctor: _____

Doctors Telephone Number: _____

Hospital Where Your Records Are: _____

Blood Type: _____

Allergies: _____

Medications and dosages being taken: _____

Specific Medical Conditions: _____

Physical Limitations: _____

Adaptive Equipment: _____

Communication Difficulties _____

Cognitive Difficulties: _____

Disability related supplies and special equipment list

Item	Located where
Glasses	
Eating Utensils	
Grooming Utensils	
Dressing Devices	
Writing Devices	
Hearing Devices	
Oxygen	
Flow Rate	
Suction Equipment	
Dialysis Equipment	
Sanitary/Continence Supplies	
Ostomy Supplies	
Wheelchair:	
Repair Kit	
Motorised	
Manual	
Walker	
Crutches	
Walking Stick(s)	
Dentures	
Monitors	
Other	

Checklist for disaster supplies

Basic disaster supplies kit for your home...

- It should have food, water and other essential items you would need for at least three, but preferably seven days.
Date Completed: _____
- Obtain a first aid kit and put it with your basic disaster supplies kit for home.
Date Completed: _____
- Collect items for a disaster supplies kit containing items you need that are related to your disability.
Date Completed: _____
- Put together a portable disaster supplies kit in a bag to carry with you at all times.
Date Completed: _____
- Assemble a disaster supplies kit for your vehicle.
Date Completed: _____
- Assemble disaster supplies for your service animal and pets.
Date Completed: _____
- Organise a back-up power source for any disability equipment that needs electricity.
Date Completed: _____
- Ask your utility companies if there is a priority reconnection service available in your area.
Date Completed: _____
- Get a patch kit and canned air for wheelchair tyres.
Date Completed: _____
- Put heavy gloves in your portable disaster supplies kit If you use a wheelchair. Wear these gloves when wheeling over debris.
Date Completed: _____
- Keep an extra battery available for motorised wheelchair.
Date Completed: _____

Portable disaster supplies kit

- Emergency information list/other lists
- Small torch
- Whistle/other noisemaker
- Water
- Extra medication
- Copies of prescriptions
- Extra pair of glasses
- Hearing aid
- Sanitary supplies
- Pad and pencil or other writing devices
- Car Supplies
- Several Blankets
- Extra set of warm gloves, socks and hat
- Jumper cables and instructions
- Small shovel
- Brightly coloured cloth to use as flag
- Cell phone or radio
- Tire chains (if susceptible to Snow and Ice)
- Small bag of sand or kitty litter for traction (if susceptible to Snow and Ice)

Disability Related Supplies and Special Equipment

(Check items you use, and describe item type and location)

Glasses: _____

Eating Utensils: _____

Grooming Utensils: _____

Dressing Devices: _____

Writing Devices: _____

Hearing Device: _____

Oxygen: _____

Flow Rate: _____

Suction Equipment: _____

Dialysis Equipment: _____

Sanitary Supplies: _____

Urinary Supplies: _____

Ostomy Supplies: _____

Wheelchair (Motorised/Manual): _____

Repair Kit: _____

Walker: _____

Crutches: _____

Walking Stick: _____

Dentures: _____

Monitors: _____

Other, specify: _____

Other, specify: _____

Other, specify: _____

Other, specify: _____



Your personal support network

Name	Address	Contact details

