

EMERGENCY Reference Card

Name: _____

Date of Birth: _____

Work, School, or Other Address: _____

Telephone Numbers: _____

Medical Information: _____

Home Meeting Location: _____

Neighborhood Meeting Location: _____

Business or School Evacuation Location: _____

Out-of-State Contact: _____

Contact Address and Telephone Number: _____

Fire House #: _____

Police Precinct #: _____

Put Together a GO BAG

Every household member should pack a Go Bag – a collection of items you may need in the event of an evacuation. A Go Bag should be packed in a sturdy, easy-to-carry container such as a backpack or suitcase on wheels. A Go Bag should be easily accessible if you have to leave your home in a hurry. Make sure it is ready to go at all times of the year.

- Copies of your important documents in a waterproof and portable container (insurance cards, photo IDs, proof of address, etc.)
- Extra set of car and house keys
- Credit and ATM cards and cash, especially in small denominations. We recommend you keep at least \$50-\$100 on hand.
- Bottled water and nonperishable food such as energy or granola bars
- Flashlight
- Battery-operated AM/FM radio and extra batteries
- Medication and other essential personal items. Be sure to refill medications before they expire. Keep a list of the medications each member of your household takes, why they take them, and their dosages.
- First-aid kit
- Sturdy, comfortable shoes, lightweight raingear, and a mylar blanket
- Contact and meeting place information for your household, and a small regional map
- Child care supplies or other special care items

Contacting the City in EMERGENCIES

➤ Call 911:

- When you are in immediate danger or witness a crime in progress.
- For a serious injury or medical condition.
- Any other situation needing urgent attention.
- Do NOT call 911 for non-emergencies or to report a power outage.

➤ Call 311 (TTY: 212-504-4115):

- When you need access to non-emergency services or information about City government programs.
- Do NOT call 311 for emergencies.

If you call 911, specify the type of emergency (fire, medical, police) and be prepared to answer questions. During a medical emergency, turn a light on so that emergency responders can find your home.

NYC.gov provides access to a number of City resources, as well as up-to-date information about emergencies affecting New York City.

For more emergency preparedness tips and information, call 311 or visit NYC.gov/readynewyork. To sign up for OEM emergency e-mail alerts, visit NYC.gov/oemnews.

PREPARING FOR
EMERGENCIES
IN NEW YORK CITY

**READY
NEW YORK**

NYC OFFICE OF EMERGENCY MANAGEMENT

New York City Office of Emergency Management

Michael R. Bloomberg, Mayor
Joseph F. Bruno, Commissioner

NYC.gov/readynewyork

Being prepared for any emergency – whether a house fire, power outage, hurricane, or terrorist attack – is as easy as planning ahead. Take the time to work out a disaster plan, gather supplies to keep in your home, and put together a Go Bag. A few simple steps can go a long way when disaster strikes.

Develop a **HOUSEHOLD DISASTER PLAN**

Develop a disaster plan with your household members to prepare for what to do, how to find each other, and how to communicate in an emergency. Record plan details on the tear-off emergency reference card provided in this booklet.

- Decide where your household will reunite after a disaster. Identify two places to meet: one right outside your home and another outside your neighborhood, such as a library, community center, or place of worship.
- Know and practice all possible exit routes from your home and neighborhood.
- Designate an out-of-state friend or relative that household members can call if separated during a disaster. If New York City phone circuits are busy, long-distance calls may be easier to make. This out-of-state contact can help you communicate with others.
- Account for everybody's needs, especially seniors, people with disabilities, and non-English speakers.
- Ensure household members have a copy of your household disaster plan and emergency contact information to keep in their wallets and backpacks.

Assemble an **EMERGENCY SUPPLY KIT**

Keep enough supplies in your home to survive on your own for at least three days. If possible, keep these materials in an easily accessible, separate container or special cupboard. You should indicate to your household members that these supplies are for emergencies only. Check expiration dates of food and update your kits when you change your clock during daylight-saving times.

- One gallon of drinking water per person per day
- Non-perishable, ready-to-eat canned foods and manual can opener
- First-aid kit
- Flashlight
- Battery-operated AM/FM radio and extra batteries (You can also buy wind-up radios that do not require batteries at retail stores)
- Whistle
- Iodine tablets or one quart of unscented bleach (for disinfecting water ONLY if directed to do so by health officials) and eyedropper (for adding bleach to water)
- Personal hygiene items: soap, feminine products, toothbrush and toothpaste, etc.
- Phone that does not rely on electricity
- Child care supplies or other special care items

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As part of your emergency plan, record and copy household disaster plan details and contact information for all household members and people in your emergency support network.

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