



Shelter in Place Emergency Action Checklist

Name: _____

Sheltering in Place means:

1. Stay inside whatever building I am in at the time of an emergency
2. If I'm outside, go into an undamaged building nearby for shelter
3. Stay sheltered for a period that may last hours to days

Emergency Supplies

List emergency supplies you may need during an emergency

- Food: _____
- Water: _____
- Medications: _____
- Flashlight: _____
- Phone Charger & Batteries: _____
- Eye Glasses/Contact Supplies: _____
- Other: _____

Communication

List communication modes you plan to use in an emergency

Text instead of call in an emergency

It takes less bandwidth & is more likely to work in emergency

Primary: (Mobile Phone, Internet, Text Message)

Back Up: (Landline Phone, Walkie-Talkie, CB Radio)

Social Media: (Facebook, LinkedIn, Twitter)

Dependents

List people who will care for your dependents in an emergency

Children

- Caretaker: _____
- Safe House/School: _____
- Neighbors: _____
- Alternative Pick-up at School: _____

Elderly Family

- Caretaker: _____
- Neighbors: _____

Pets

- Caretaker: _____
- Neighbors: _____

Key Phone Numbers

List key phone numbers you may need to use in an emergency

- Significant Other: _____
- Children: _____
- Parents: _____
- Friends & Neighbors: _____
- Schools: _____
- Other: _____

Preventative Measures

List actions to consider in the event of an emergency

1. List of safe rooms:

2. List windows, doors and vents to seal:

3. Instructions to turn off the Heating & AC:

4. Instructions to disable the automatic doors:

