

AMERICAN FORK CITY

What To Do When Disaster Threatens



EMERGENCY PREPAREDNESS MANUAL

Emergency Preparedness Manual

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Introduction,

Emergency Management Coordinator,
Jay Christensen

Your participation, along with that of your neighbors, in an emergency preparedness program is vital to the preparedness of our community to meet any future disasters. The opportunity to prepare is immediate. Our deliberate preparation will allow each citizen to successfully protect yourself, your family, and each other. In an emergency, city personnel may be unable to meet the needs of individuals and families. Therefore, emergency preparedness is everyone's responsibility.

Become familiar with this manual and act on these guidelines. When needed, the information and advice in this booklet will give us a greater confidence, security, and peace of mind.

During the initial threat or occurrence of a disaster within American Fork City, the following concepts will apply.

During routine emergencies, the "Incident Command System" will be utilized. Normal fire, police, and public works Standard Operating Procedures will be in effect. In the event of serious consequence such as loss of life, great property damage, or serious disruption of public service, the Mayor of American Fork and the Chief of Staff will be notified by the incident commander. The Mayor in turn, may activate the city emergency operations plan and brief the City Council. City departments will follow established policies for public information release during routine emergencies.

AMERICAN FORK
EMERGENCY
OPERATIONS
CENTER (EOC)
COMMAND,
DIRECTION,
CONTROL

In the event of a city-wide disaster, activation of the city EOC will be done by and under the direct authority of the Mayor of American Fork City.

The American Fork EOC, Emergency Operations Center will be located in the Fire/Rescue building, 96 North Center Street. All coordination with Utah County EOC and State EOC will be via American Fork City EOC.

All EOC activities will be under the direction of the Chief of Staff, and Emergency Management Coordinator acting by and under the authority of the Mayor.

The City EOC will be staffed as needed by department personnel and required support personnel. Department heads assistance serving as field representatives for on site responsibilities. All public information will be released to the media exclusively via Public Information Officer (PIO), as spokes person for American Fork City.

Why Prepare for Disasters ?



Disaster can strike with out warning, forcing you to go for days with out basic necessities or to evacuate your home. Relief workers will be on the scene following a disaster, but may not be able to reach you immediately.

You need to be prepared. Knowing the steps to take during a disaster.-whether flooding, tornadoes, earthquakes or any other crisis- can greatly reduce the danger and distress your family may face. This guide will help you and your family plan for a variety of emergency situations, persevere during them and recover afterwards.

C R E A T I N G A
B A S I C
E M E R G E N C Y
P L A N

Having a plan is one of the most important steps you can take in disaster preparedness. Knowing what to do and how to do it can help your family manage disasters with less worry, fear and uncertainty.

- Decide what you and your family would do in each potential emergency situation.
- Draw a floor plan of your home showing escape routes.
- Choose a place away from your neighborhood where family members can meet in case you are separated and cannot return home due to a disaster.
- Identify a friend or relative who lives out of the area for family members to contact if you are separated.
- Post emergency numbers by every phone and teach children how and when to dial 911.
- Know how to shut off the water, gas, and electricity at the main switches in your home.
- Plan how to help elderly or disabled neighbors in a disaster.
- Check that your insurance policies are up-to-date and provide good coverage.



Preparing a Disaster Supply Kit

Having a disaster supply kit ready to take with you at a moment's notice ensures that you will have necessary supplies no matter how fast you need to evacuate. Pack supplies in duffel bags or back packs and keep them in a designated place. Your kit will also come in handy if you must take shelter in your home. This list will help ensure that your disaster supply kit includes all the essentials.

WATER

- Pack at least one gallon per person per day for at least three days.
- Store water in tightly sealed, non-breakable plastic, fiberglass or enamel lined metal containers.
- Change your water every six months.

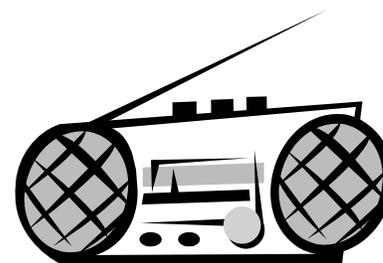
FOOD

- Pack enough food to last each family member at least three days.
- Include boxed and canned food because they require little preparation and stay good for long periods of time. Remember to bring a manual can opener or buy food in self-opening cans.
- Pack food in sealed metal or plastic containers.
- Replace food every six months.
- Include food for infants and family members with special diets.



TOOLS AND EQUIPMENT

- Battery-powered radio
- Flashlights
- Spare batteries
- Re-sealable plastic bags
- Wash clothes and towels
- Paper cups and plates
- Toothbrushes, toothpaste, shampoo, deodorant, and other toiletries.
- Heavy-duty plastic garbage bags
- Change of clothing , extra pair of socks and shoes.



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- Blankets or sleeping bag for each person.

PERSONAL ITEMS

- Personal identification
- Copies of birth and marriage certificates, inventory of household goods, bank account numbers and other important documents.
- Maps
- Extra car and house keys
- Prescription medications

FIRST AID KIT ESSENTIALS A well supplied First Aid Kit must be tailored to the individual needs of your family. Existing health problems in the family, for example, heart disorders, diabetes, serious allergies, asthma, or ulcer, may make it necessary to include specific medicines in your kit. It is also necessary to consider the ages of family members. In addition to special items dictated by your specific family needs and ages, the following is a list of medical and first aid supplies recommended for all.

- Antacid
- Antibiotic Ointment
- Aspirin Tablets
- Antiseptic, sunscreen, insect repellent
- Cleansing Agent, hydrogen peroxide
- Cotton Balls, First aid manual
- Gauze pads and rolls, latex Gloves, triangular bandages, tongue depressors
- Needle and safety pins, Petroleum jelly, tweezers
- Thermometer, scissors, moist towelettes, matches in water proof case
- Band aids, compression bandages, 4X4s, 2X2s,
- Sanitary napkins, tape rolls
- Diarrhea medication, nausea Medications: such as emetrol
- Water purification-for each gallon of water, use 4 purification tablets
- Moistened Towelettes
- Tongue Blades



**AT LEAST ONE ADULT MEMBER OF EVERY FAMILY SHOULD BECOME FAMILIAR WITH THE FOUR MAIN FIRST AID FUNCTIONS:
AIRWAY-BREATHING-CIRCULATION-SHOCK
ALL ARE LIFE THREATENING AND SHOULD BE ACTED ON QUICKLY**

Treating Serious Injuries

Injuries are common in disasters, but there are simple things you can do to comfort those who are hurt and prevent further harm. It's always a good idea to learn first aid, CPR and the Heimlich maneuver.

HEAVY BLEEDING

Cover wound with a clean cloth and press firmly. Add cloths on top of first cloth as needed. Elevate bleeding arm or leg unless fracture is suspected.

BURNS

Flush burned area with cool water (unless an electrical burn). Do not use ice or ointment except on minor burns. Do not break blisters or remove clothes stuck to skin. Cover injured area with a dry, clean dressing. Call 911 if burn is serious or covers more than one body part, include head, neck, hands, feet or genitals, or is caused by chemical, explosion or electricity.

FRACTURES

Do not move victim if he/she is unconscious or back or neck injuries are suspected. Treat breathing, bleeding or shock first. Immobilize fracture before moving victim.

SHOCK

Indicated by pale, clammy skin; weakness; fast breathing; rapid, weak pulse; confusion. Lay victim on his/her back with feet elevated. Keep victim warm.

ALWAYS CALL 911 IF A PERSON IS SERIOUSLY INJURED.

Managing a Disaster at Home

Although you may never be asked to evacuate-and even if you are-disasters can isolate you from outside help and make it necessary for you to care for yourself for days at a time. Your disaster supply kit will contain many of the tools and supplies you need. Here are other ways to use and manage the resources you have at your home.

WATER

- Water is crucial for health and survival. If a disaster is imminent, fill pitchers, jars, buckets, water bottles and your bath tub in case your community water supply is cut off.
- If your drinking water is running low, use water from ice cube trays, the water heater and toilet tanks (but not bowls). It is not safe to use the water from radiators, waterbeds or swimming pools.
- Each person should drink at least two quarts of water each day, and look for more water for the next day.

FOOD

- Ration food supplies for everyone except children and pregnant women. Most people can survive easily on half the normal amount.
- Avoid eating food from dented or swollen cans or food that looks or smells abnormal.
- Use pre-prepared formula for babies.

IN CASE THE POWER GOES OUT

- Practice energy conservation to help your power company avoid rolling blackouts.
- Always keep your car's fuel tank at least half full- gas stations use electricity to operate pumps.
- Know how to manually release your electric garage door. Protect your computer with a surge protector.
- If the power goes out, check your fuse box or circuit breaker, or contact neighbors to see if the outage is limited to your own home.
- Turn off computers, stereos, televisions and appliances you were using when the power went off. Leave one light turned on so you know when power is restored. Avoid opening the refrigerator and freezer doors. Food will remain fresh for up to four hours after the power goes off. If you know power outage may happen, freeze water in plastic bottles to keep food cool longer.



Note

Using a generator

If you plan to use a generator, operate it outside only-not in the basement or garage. Do not hook it up directly to your home's wiring. Instead, connect the equipment and appliances you want to power directly to the outlets on the generator.

What to Do After a Disaster

Whether returning home or venturing outside for the first time, beware of new dangers that may have arisen because of the disaster. You may experience washed-out roads, downed power poles, contaminated drinking water or other hazards. Report problems promptly to local officials so that corrective measures can be taken.

INSPECT YOUR HOME FOR DAMAGE

- Look for structural damage, loose or damaged electrical wires, and gas leaks re-entering your home. If you doubt the safety of the structure, contact a professional before entering.
- Do not enter a fire-damaged house until authorities have inspected it.
- Check the refrigerator and discard spoiled food.
- Contact your insurance agent.

Note: Help Children Cope



A Child can be traumatized by a disaster whether it is experienced first-hand, seen on television or learned from an adult. Monitor the nature and quantity of disaster-related programming your children are exposed to and contact your

school to determine how teachers are dealing with the situation. If your children have questions about the disaster, answer them truthfully, but don't allow the subject to dominate your conversations. Provide reassuring words and affection.

Dealing with Specific Disasters

Having an emergency plan and a disaster supply kit will help you manage in almost every kind of crisis, whether natural or caused by humans. However, each situation requires specific kinds of preparation and action.



Read through these pages to familiarize yourself with the variety of hazards and what to do, even if some are not likely to be danger in American Fork, you may encounter them during your travels.

For those disasters you are most likely to experience at home, use the tips here as a starting point and reminders.

- Earthquakes
- Fires
- Floods
- High Winds
- Power Outage
- Gas Leak
- Thunderstorms
- Winter Storms
- Hazardous Materials
- Pandemic
- Terrorist Attacks

EARTHQUAKES Earthquake damage can extend for miles from the epicenter of these traumatic shifts in the earth's crust, resulting in collapsed buildings, bridges and overpasses; cracked roadways; downed power lines; broken gas lines; fires; explosions; and landslides.



BEFORE AN EARTHQUAKE

- Store water and food supply
 - Secure major appliances to both the floor and wall.
 - Move large objects and breakable items to lower shelves.
 - Fasten pictures and mirrors securely to walls.
 - Install flexible pipe fittings to minimize breakage of gas and water lines.
-

DURING AN EARTHQUAKE

- STAY CALM
- If you are indoors, stay indoors and find protection in a doorway, or crouch under a desk or table, away from windows or glass dividers: avoid masonry wall (brick) chimneys, fireplaces.
- Outside: Stand away from buildings, trees, telephone and electric lines.
- On the road: Drive away from underpasses/overpasses: Stop in a safe area: Stay in the vehicle.
- In an Office Building: Stay next to a pillar or support column or under a heavy table or desk.

AFTER AN EARTHQUAKE

- Check for injuries. Provide first aid.
 - Check for safety-gas, water, sewer breaks; check for downed electric lines; turn off interrupted utilities; check for building damage and potential safety problems during after shocks, such as cracks around chimneys and foundations; check for fires.
 - Clean up dangerous spills.
 - Wear shoes
 - Turn radio to emergency station and listen for instructions from public safety agencies.
 - Use telephones only for emergencies.
 - As soon as possible notify your family that you are OK.
 - Don't use matches or open flames in the home until you are sure there are no gas leaks.
 - Don't turn light switches on or off. Sparks created by the switch contacts can ignite gas.
 - Report damages or needs to your neighborhood captain.
-

THINGS YOU NEED TO KNOW

- How, when, and where to turn off electricity, gas and water.
- First Aid.
- Plan for reuniting your family.
- Plan and practice a family drill at least once a year.

FIRE

Each year more than 350,000 homes in the United States are struck by fire. There are easy steps you can take to reduce the chance that your home will be damaged or anyone injured in a blaze—whether it starts inside or outside your home.



BEFORE FIRE

- Have smoke detectors and fire extinguishers on every level of your home. Test and clean monthly. Replace batteries at least twice a year.
- Make sure home is free of combustible materials.
- Don't run cords under carpet or rugs.
- Know avenues of escape. HAVE A FAMILY PLAN and have frequent fire drills.
- HAVE A PLACE TO MEET—so no one tries to go back into a burning home looking for someone needlessly.
- Have fire extinguishers in house and car. Have escape ladders for all windows higher than 8 feet off the ground, (especially for children).

DURING FIRE

- If you are outside, do not return for anything.
 - Go to nearest house or building and call Fire Department by calling 911. REPORT ADDRESS AND TYPE OF FIRE. LISTEN TO AND FOLLOW INSTRUCTIONS.
 - If you are inside and have time, make sure everyone is out. Get out and crawl low to the ground, under smoke.
-

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- Create a family fire escape plan that shows two ways out from every room and a family meeting place outside. Practice it at least twice a year.
- If clothes catch on fire, STOP, DROP, ROLL. Cover face with your hands.
- If you see someone on fire, use blanket or coat to smother the fire.
- Watch and make sure children don't go back in to rescue a pet or prize possession.
- If in a public building, follow the established evacuation procedures.

AFTER THE FIRE

- Do not re-enter the building until appropriate authorities have given permission.
- Plan and practice a family drill at least once a year.

FLOODS

Floods occur regularly across the country, causing evacuation, widespread damage and even death. Those living near water-ways or other low-lying areas are most at risk, but anyone in a community susceptible to flooding can be affected. Know the flood plains in American Fork



BEFORE THE FLOOD

- Know the elevation of your property in relation to the flood plain, streams, and rivers. Determine if your property could be flooded.
 - Make advanced plans of what to do and where to go.
 - Fill your vehicle with gas or fuel in case you have to evacuate.
 - Have portable flashlight and radio with extra batteries.
 - Consider flood and earthquake insurance.
-

EVACUATION

- Listen to local radio or TV for weather information or dial 1-801-524-5133.
- If you are asked to evacuate, shut off main power switch, main gas valve and water valve. Follow local evacuation plan and routes.
- Do not attempt to drive over flooded road as it might be washed out. While you are on the road watch for possible flooding at bridges, dips and low areas...
- Watch for damaged roads, slides and fallen wires.
- Drive slowly in water use low gear.
- If driving and vehicle stalls, abandon it immediately and seek higher ground.
- Do not attempt to cross a stream on foot where water is above your knees.
- Register at your designated Evacuation Center and remain at the Evacuation Center until informed that you may leave.

AFTER THE FLOOD

- Remain away from evacuated areas until public health officials and building inspectors have given approval.
- Check for structural damage before entering.
- Make sure electricity is off, watch for electrical wires.
- Do not use food that has been contaminated by flood waters.
- Test drinking water for pot ability.

_____ In preparation for high winds, survey
H I G H W I N D S your home and property. Take note of
_____ materials stored, placed or used, which
in the event of high winds could become missiles and destroy
other structures or be destroyed. Devise methods of securing
these materials where they will still be accessible for day to
day needs.



PREPARATIONS

- Keep radio and/or TV on and monitor for wind advisories.
 - If possible, board up, tape or shutter all windows (leave some ventilation).
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- Draw some water for emergency use in the event water service is interrupted.
- Have supply of flashlight batteries, spare batteries, candles, first aid equipment, medicines, etc. available for emergency use.
- Secure outdoor furniture, trash cans, tools etc.

DURING HIGH WINDS

- Take shelter in hallways, closets, and away from windows.
- Stay out of areas where flying objects may hit you or destroy your place of refuge.

AFTER WINDS SUBSIDE

- Inspect for structural damage.
- Check all utilities for damage and proper operations.
- Monitor radio and TV for instructions from local authorities.
- Report damage and needs to your Neighborhood Captain.

P O W E R O U T A G E

BEFORE POWER OUTAGE

- Learn location of fuse box or circuit breaker.
 - Store candles, flashlights and extra batteries in a handy place.
 - Have food and water supply on hand, since the outage may last a while.
 - Know the location of all camping equipment (stove , lantern, sleeping bags). You may need them. Make sure equipment is operational and that you know how to use them. REMEMBER CAMPING EQUIPMENT REQUIRING GASOLINE, PROPANE, WHITE GAS, COLEMAN FUEL, OR CHARCOAL BRIQUETTS SHOULD NOT BE USED INSIDE THE HOUSE-ONLY OUTSIDE.
 - Keep adequate supply of fuel on hand. Propane, white gas, gasoline, and Coleman fuel must not be stored in the house or garage, as it is too flammable. Only kerosene may be used in the house and stored in direct sunlight.
-

EMERGENCY PREPARDNESS MANUAL

- Keep your refrigerator well defrosted. Built up ice works against your freezer.

DURING THE POWER OUTAGE

- Unplug all your appliances. The surge of power when restored could ruin your appliances.
- Turn off all but one light.
- A major problem during an outage is food thawing in the freezer or refrigerator. Open door only to take food out, and do so as quickly as possible. If you have access to dry ice, place it in a cardboard box and then on top of the food.
- When using camping equipment during an outage, remember to do so outside. Use only a fireplace, a properly installed stove, or a new style kerosene heater used in a safe area, with room vented.
- Report any downed lines.
- Do not allow children to carry lanterns, candles or fuel.

AFTER THE OUTAGE

- When power is restored, plug in appliances one-by-one. Waiting a few minutes in between each one. This may prevent an overload on the system.
- Be patient, energy may first be restored to police, fire departments and hospitals.
- Examine your frozen foods. If it still contains ice crystal, it may be frozen. If meat is off color or has an odd odor, throw it away.

EMERGENCY CONTROL OF NATURAL GAS LEAKS

- Check house piping, appliances and vents for damage.
- Check for fires or fire hazards.
- Do not use matches, lighters or other open flames.



EMERGENCY PREPAREDNESS MANUAL

- Do not operate electrical switches, appliances or battery-operated devices if you suspect natural gas leak. This could create sparks that could ignite gas from broken lines.
- If gas line breakage is suspected, shut off the gas at the meter.
- If no gas leaks are found, turn on a battery-operated or car radio to receive disaster instructions. KSL 1160 AM and KBYU (89.1 FM and 89.5 FM) are the primary/secondary stations for information.
- Do not use your telephone except in extreme emergency situations.

EMERGENCY PROCEDURES FOR HOME ELECTRICAL CIRCUITS



- Familiarize yourself and family with the location electrical breaker panel.
 - Turn off breakers for areas of concern.
 - Main breaker may be shut off when in doubt.
 - In case of basement flooding:
 1. Think before stepping into any water.
 2. A shock hazard may exist even in an inch of water if an extension cord connection is on the floor.
 3. If the electrical panel is upstairs, shut off all circuits.
 4. If the electrical panel is in the basement, determine whether it can be reached on dry ground. If not, refer to next step.
 - Check your house electrical meter. If it is on your home there may be a main disconnect switch (breaker) next to it. If the meter is on an underground service, it may be in front of your home. But there should be a main breaker where the line enters the home. Shut it off!
-

T H U N D E R S T O R M S
A N D
L I G H T N I N G

About 10% of the thunderstorms that occur annually in the United States are classified as severe. Even those that are not can still be dangerous. Lightning in particular is a threat, though it may seem that a thunderstorm is miles away.

PROTECT YOURSELF

- When thunderstorms or lightning threatens, get inside a home or large building, or inside an all metal (not a convertible). Stay indoors and don't venture outside unless necessary.
- Stay away from open doors and windows, fireplaces, radiators, stoves metal pipes, sinks and plug in appliances.
- Don't use plug in electrical equipment such as hair dryers, electric blankets, or electric razors during storms.
- Except for emergencies, don't use the telephone during the storm. Lightning may strike telephone lines outside.
- If inside, with no time to reach a safe building or an automobile, follow these rules:
 1. Do not stand underneath a natural lightning rod, such as a tall, isolated tree in an open area.
 2. Avoid projecting yourself above the surrounding landscape, as you would do if you were standing on a hilltop, in an open field, on the beach, or fishing from a small boat.
 3. Get out of the water and out of the boat.
 4. Get away from tractors or metal equipment.
 5. Stay away from wire fences, clotheslines, metal pipes, exposed sheds or anything that is high that would conduct electricity. Some of these could carry electricity to you from some distance away.
 6. Don't use metal objects like fishing rods, golf clubs. Golfer's cleated shoes are particularly good lightning rods.
 7. Stay in your automobile if traveling. Automobiles offer excellent lightning protection.



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8. If no buildings are available, your best protection is a cave, ditch or canyon, or under head-high clumps of trees or shrubs.
9. If only isolated trees are nearby, your best protection is to crouch in the open, keeping twice as far away from isolated trees as they are tall.
10. When you feel the electrical charge-if your hair stands on end or your skin tingles-lightning may be about to strike. Drop to the ground immediately.

FIRST AID

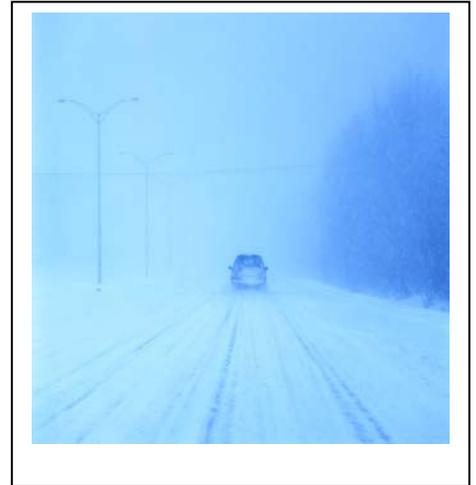
- Persons struck by lightning receive a severe electrical shock and may be burned, but they carry no electrical charge and may be handled safely.
- A person “killed” by lightning can often be revived by prompt mouth-to-mouth CPR prolonged.
- In a group struck by lightning, the apparently dead should be treated first: those who show vital signs will probably recover spontaneously, although burns and other injuries may require treatment.

HOW CLOSE IS THE STORM

To determine how close a thunderstorm is to you, count the seconds between the lightning flash and the next rumble of thunder. Divide that number by five. The answer is the number of miles the storm is away,

W I N T E R
S T O R M S

Cold snaps can be as challenging and as deadly as any other natural disaster. You can best weather these times through pre-season preparation and the right know how.



BEFORE THE STORMS

- Arrange for emergency heat in case of power failure.
- Prepare automobile, battery powered equipment, fuel heating fuel and other supply.
- Prepare a winter survival kit. You should have the following items in your car: blankets or sleeping bags, flares, high energy food, (candy, raisins, nuts, etc,) first aid kit, flashlights, extra clothing, knives, compass, emergency candles, and matches, maps, jumper cables, tow chains, shovels, windshield scraper, sack of sand.
- Your car will help you keep warm, visible and alive should you be trapped in a winter storm. A lighted candle will help keep you from freezing, but you must remember to have a window open slightly for ventilation.
- Keep car full of gas.

DURING AND AFTER THE STORM

- Dress warmly. Wear multiple layers of protective, loose-fitting clothing, scarves, mittens, and hoods. Cover the mouth and nose to protect lungs from extremely cold air.
 - Avoid travel, but if you become stranded, stay in your vehicle – keep it ventilated, bundle up, light an emergency candle for warmth, occasionally change positions and DON'T PANIC.
 - Avoid overexertion. Heart attacks are a major cause of deaths during and after winter storms, Shoveling snow or freezing stuck vehicles can be extremely hard work. Don't over do it!
-

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- Beware of chill factor, if winds are present.
- Be prepared for isolation at home. If you live in a rural area, make sure you can survive at home for a week or two in case the storm makes it impossible for you to leave.

If a warning is issued, the Storm is Imminent, Know Winter Words of Wisdom.

1. WATCH, A winter storm is approaching.
2. FLURRIES, Intermittent snowfall that may reduce visibility.
3. SLEET, is small particles of ice, usually mixed with rain. If enough sleet accumulates on the ground, it will make the road slippery.
4. HEAVY SNOW is when four or more inches are expected within a 12-hour period
5. FREEZING RAIN OR FREEZING DRIZZLE, is forecast when expected rain is likely to freeze as soon as it strikes the ground, putting a coating of ice or glaze on roads and everything else that is exposed. If a substantial layer of ice is expected to accumulate from the freezing rain; an ICE STORM is forecast.
6. A BLIZZARD is the most dangerous of all winter storms. It combines cold air, heavy snow and strong winds that blow the snow about and reduce visibility to only a few yards. Winds 35 mph., temperature 20 degrees F or less.
7. A SEVERE BLIZZARD WARNING means that a very heavy snow fall is expected, with winds of at least 45 mph or temperatures of ten degrees or lower.



- Check the wipers, battery, heater, defroster, ignition system, lights, oil and tire pressure.
 - Consider purchasing snow tires or chains.
 - Pack a winter emergency kit with a window scraper blankets, battery powered radio, flashlight, and water snack food, tow chain or rope, shovel and flares.
-

HAZARDOUS MATERIALS Chemical manufacturing plants are just one source of potential danger from hazardous materials. These toxic products are stored, used and transported daily through our community. Occasionally accidents happen, and the effects of spills and leaks can be spread for miles through the air, sewer system or waterways.



BEFORE A CHEMICAL DISASTER

- Contact your local emergency management office for information about nearby factories, warehouses or highways that may handle hazardous materials.
- Learn the emergency alert system for your area.
- Be prepared to evacuate with little or no notice.

DURING A CHEMICAL DISASTER

- Call 911 if you witness a spill or accident.
- Evacuate immediately if told to do so by authorities.
- If not evacuating, get inside as quickly as possible. Bring pets inside too.

If you are advised to stay inside: (Shelter In Place)

- Close windows and both inside and outside doors.
 - Seal off vents and fireplaces.
 - Turn off air conditioners.
 - Gather everyone in the above-ground room with the fewest doors and windows.
 - Tape plastic sheeting (visqueen) around windows and vents, and tape the sides, tops and bottoms of doors.
-

AFTER A CHEMICAL DISASTER

- Do not return home until authorities say it is safe.
- After you return or when authorities say it is OK to leave your shelter, open all windows and turn on vents and fans to flush chemicals and gases from your home.
- Report any residual gases, chemicals or other hazards.
- Seek medical treatment for any exposure as soon as possible.
- Seal up exposed clothing and contact authorities about proper disposal.
- Find out from authorities how to clean up your land or property.



P A N D E M I C
P R E C A U T I O N S
FLU TERMS DEFINED

H1N1 Influenza is a respiratory disease of pigs caused by type A influenza viruses that causes regular outbreaks in pigs. People do not normally get swine flu, but human infections can and do happen.

Bird flu is commonly used to refer to *Avian flu* (see below). Bird flu viruses infect bird, including chickens, other poultry and wild birds such as ducks.

Avian flu (A1) is caused by influenza viruses that occur naturally among wild birds. Low pathogenic A1 is common in bird and causes few problems. Highly pathogenic H5N1 is deadly to domestic fowl, can be transmitted from birds to humans, and is deadly to humans. There is virtually no human immunity and human vaccine availability is very limited.



Pandemic flu is virulent human flu that causes a global outbreak, or pandemic, of serious illness. Because there is little natural immunity, the disease can spread easily from person to person. Currently, there is no pandemic flu.

Seasonal (or common) flu is a respiratory illness that can be transmitted person to person. Most people have some immunity, and a vaccine is available.

WHAT WE CAN DO TO PLAN AND PREPARE FOR A PANDEMIC FLU	As health officials combat the new influenza virus known as H1N1 or swine flu with detection, diagnosis, and treatment protocols, it's important to realize that managing a major disease outbreak requires participation from everyone. Everyone in America needs to prepare themselves and their family to be safe from spread of disease or from any other possible disaster or crisis situation. Below are some of the recommended actions to take when preparing for a possible pandemic disease outbreak.
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- **Practice good hygiene.** Ensure you and your family members always practice flu prevention principles, such as:
 1. Use good cough etiquette. Cough and sneeze into your sleeve or a tissue, not your hands.
 2. Wash your hands often with soap and water, especially after you cough or sneeze. Alcohol-based hand cleaner are also effective.
 3. Avoid touching your eyes, nose or mouth. Germs spread this way.
 4. Try to avoid close contact with sick people.
 5. If you get sick with influenza, CDC recommend that you stay home from work or school and limit contact with others to keep from infecting them.

 - **Prepare supplies for possible social distancing measures.** Social distancing, or limited personal interaction, is an important preventative
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EMERGENCY PREPAREDNESS MANUAL

measure to reduce the spread of disease. If a pandemic situation occurs, you may be asked to stay in your home, with limited access to outside sources of food or services. Reduce the need to go public places buy and store a two week supply of water and non-perishable food for entire family, including pets. Have two weeks of your regular prescriptions and non-prescription drugs.

- **Consider impact on faith and social group activities.** If you participate in regular group activities, such as worship services, sports teams, book clubs, service groups, discuss how a possible pandemic flu might affect your meeting frequency and location, routine practices and planned activities.

**TERRORIST
ATTACK** National security emergencies can include terrorist acts from bombings to chemical or biological attacks. Although terrorists intend their acts to spread fear, the actual damage they cause can often be minimized through preparedness and quick action.



RAISE YOUR AWARENESS

- Be aware of your surroundings. Note emergency exits and stairways.
- Leave the area if you feel something is wrong.
- Do not accept suspicious packages.
- Do not leave your baggage unattended while traveling.
- Report suspicious behavior.

IN CASE OF EXPLOSION

- Watch for falling debris.
- Crawl beneath the smoke and exit the area as quickly as possible.
- If you are trapped in debris, minimize your movement and cover your mouth with a cloth. Tape on a pipe or wall so rescuers can hear you. Do not use matches or a lighter.

IN CASE OF A BIOCHEMICAL ATTACK

- Evacuate if ordered by authorities.
 - Stay tuned to radio or TV for updates.
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EMERGENCY PREPARDNESS MANUAL

- If not evacuating, take shelter in an interior room that can be easily sealed off with pre-cut plastic sheeting and duct tape that you have stored in this room.
- Turn of the air conditioning or heating system.
- Remain sheltered until advised it's safe to leave.
- If caught outside, try to get upwind of the attack site and seek shelter as soon as possible.
- If in a vehicle, get inside a building if you can. If unable, roll up windows, shut vents and turn off the engine.

IF EXPOSED TO CHEMICALS

- Quickly remove all clothing and items in contact with the body. Cut shirts off to avoid contact with the face.
- Flush eyes with water.
- Wash hands and face with soap and water. Use a soapy cloth to blot exposed skin. Rinse with clean water.
- Change into clean clothes.
- Seek medical help as soon as possible.

IF EXPOSED TO BIOLOGICAL ATTACK

- Pay close attention to instructions from authorities.
- Remove and bag clothes that may have come in contact with an infectious substance. Seek medical assistance.
- Seek immediate medical treatment if you notice symptoms of the disease caused by the infectious substance used in the attack.

IN CASE OF A NUCLEAR ATTACK

- If you have advanced warning, take your 72 – hour kit and go to an approved shelter or your basement. Huddle close to the floor and as near to the south wall as possible. Get under a table for protection from falling objects.



EMERGENCY PREPAREDNESS MANUAL

- Do not attempt to evacuate your shelter until advised.
- If you see a nuclear flash and feel sudden heat, take cover INSTANTLY, within one to two seconds. Drop to the ground and curl up tightly, covering as many parts of your body as possible. Go to a shelter once the heat and blast effects have cleared.
- Never look at the light of a nuclear explosion.

AFTER NUCLEAR ATTACK

- Take cover in a underground shelter, basement, etc.
- If the source of radiation is known ,and travel advisable, travel in the opposite direction and go upwind from radiation.
- Remain in protective shelter for three days. Limit your exposure to contaminated areas.
- Wipe food and water container with a clean cloth to remove particles of fallout, which resemble sand or salt.

AMERICAN FORK'S SITUATION

Since American Fork is 40-75 miles away from Hill Air Force Base, Tooele Army Depot and Salt Lake City Airport, which are the nearest probable targets, most people in American Fork will survive a nuclear attack. Follow instructions and stay calm.

HOMELAND SECURITY ADVISORY

have a family emergency plan. Put together a disaster supply kit. Be ready and able to take shelter in your home. Learn first aid, CPR and the Heimlich maneuver.

LOW

LOW RISK OF TERRORIST ATTACKS

In addition to the actions above, replace disaster supplies that are out of date. Be alert to suspicious activity and report it to authorities.

GUARDED

In addition to the actions above, ensure your disaster supply kit is stocked and ready. Update telephone numbers in family emergency plan. Determine and practice using alternate routes to work or school. remain alert.

ELEVATED

SIGNIFICANT RISK OF TERRORIST

In addition to the actions above, be cautious when traveling and pay attention to travel advisories. Review your emergency plan with family members. Expect travel delays and restrictions at public buildings.

HIGH

HIGH RISK OF TERRORIST ATTACKS

In addition to the actions above, stay tuned to radio and TV for updates. Be ready to take shelter or evacuate. Expect traffic delays and travel restrictions. Contact your school or work about closures.

SEVERE

SEVERE RISK OF TERRORIST ATTACKS

Community Emergency Response Teams

Why should I take this training?

Disaster happens when you least expect them. Being prepared is the key to overcoming them. This class will teach you about different kinds of disasters, and how the response differs in each situation. By knowing this and the other information that is covered in the course, you will be able to assist with the recovery and survival efforts in the case of a disaster of any scale.



What topics will be covered?

The course is split into 8 sessions. The topics covered are:

- Disaster Preparedness
Addresses hazards to which people are vulnerable in their community. Materials cover actions that participants and their families take before, during, and after a disaster. As the session progresses, the instructor begins to explore an expanded response role for civilians in that they should begin to consider themselves disaster workers. Since they will want to help their family members and neighbors, this training can help them operate in a safe and appropriate manner. The CERT concept and organization are discussed as well as applicable laws governing volunteers in that jurisdiction.
 - Hazard Mitigation
Briefly covers fire chemistry, hazardous materials, fire hazards, and fire suppression strategies. However, the thrust of this session is the safe use of fire extinguishers, sizing up the situation, controlling utilities, and extinguishing a small fire.
 - Disaster Medical Operations I and II
During Section I, participants practice diagnosing and treating airway obstruction, bleeding, and shock by using simple triage and rapid treatment techniques.
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Section II covers evaluating patients by doing a head to toe assessment, establishing a medical treatment area, performing basic first aid, and practicing in a safe and sanitary manner.

- Light Search and Rescue
Participants learn about search and rescue planning, size-up, search techniques, and most important, rescuer safety.
- Disaster Psychology and Terrorism
Psychology covers signs and symptoms that might be experienced by the disaster victims or workers. The terrorism section covers signs of possible terrorism, shelter in place, and other specifics surrounding terrorism.
- Team Organization
Addresses CERT organization and management principles and the need for documentation.
- Disaster Simulation
Participants review their answers from a take home examination. Finally, they practice the skills that they have learned during the previous six sessions in disaster activity.

How long is the course?

The course is eight sessions. Seven of the sessions are classroom based and start at 7:00 PM and go until 10:00 PM. These sessions are held once a week for seven weeks. On the eighth week, the last class is the disaster simulation which is conducted on a Saturday at 8:00 AM. The first thirty minutes of the class is a test and course review, and then hands on exercise that brings the entire training class together.

How much does it cost and what materials will be provided?

The Class costs 35.00 per participant. This covers

The course manual and handouts

Hard hat gloves safety vest

Safety glasses

Particulate mask

Fanny pack, bandages markers, other items for course.

What will I need to provide?

Throughout the course you will be asked to build your, "go bag". Your go bag is your personal response kit. It will include the safety items (helmet, vest, gloves, safety glasses) that are provided in the course, a blanket, first aid and triage supply, your manual etc.
