

## Shelter-In-Place Checklist

- \* Listen to a local radio station & follow the instructions.
- \* Stay inside a house or building. If you're outside, get indoors.
- \* Bring outside pets indoors.
- \* Close windows and doors.
- \* Turn off air conditioning and heating system blowers.
- \* Close fireplace dampers.
- \* Gather up your Disaster Supplies Kit (portable radio, food, flashlight, towels; duct tape, etc.) & take it to your shelter area.
- \* Close interior doors.
- \* Go to basement or an interior room, a room on the leeward (down wind) side of the building, and seal cracks and openings with towels/duct tape to provide extra protection from toxic fumes.
- \* **DO NOT** use the basement if authorities advise against it.
- \* Provide breathing protection (a wet towel held over the mouth and nose), if needed.

## When Local Emergency Officials Advise it is Safe:

- \* Open all doors and windows to air out the house or building
- \* Go outside.
- \* Follow any other instructions issued by local authorities.

## Special Assistance

Disabled residents or those who may require additional assistance should call (765) 521-0582 to request special help. Emergency workers have planned for most every type of emergency and are prepared to provide assistance and direction during a disaster.

In the event of an emergency in your area, remember to:

- Stay calm
- Tune to your emergency broadcast station
- Listen to and follow directions!



Any pet, including dogs, cats, birds, hamsters, etc. may be evacuated if time permits, subject to the following requirements:

- a) Large pets (dogs, cats, etc.) must be on a leash or in a cage.
- b) Parakeets, hamsters, and other small pets must be caged.

Henry County Animal Shelter (765) 529-8131, maintains a list of local veterinarians who may be willing to house your pet subject to a nominal fee.

Remember to attach any special pet medications securely to the animal's collar or cage with instructions for use.

## Evacuation Priority List

Survival items to be collected and hand carried:

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Other items in order of importance:

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Items to be removed if a car or truck is available & roads are accessible:

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Out-of-state family contact:

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**IF YOU NEED EMERGENCY  
ASSISTANCE CALL  
9-1-1**

## PERSONAL PROTECTIVE ACTION:

### *How to Respond to Hazardous Chemical Emergencies*



***It's Better to Be Safe  
Than Sorry!***

Compliments  
of your  
Henry County  
Local Emergency  
Planning Committee  
(765) 521-0582

In 1986, Congress enacted the Emergency Planning Community Right-To-Know Act (also known as the Superfund Amendments & Reauthorization Act, or SARA). The law provides for emergency response planning to cope with the accidental release of toxic chemicals into the air, land and/or water.

To carry out the provisions of this law, the Henry County Emergency Planning Committee (LEPC) was organized. An important goal of this committee is to increase public knowledge of; and provide better access to, information about the presence of hazardous materials in the community. This committee is also dedicated to providing the community with instructions on how to respond in the event of an accidental release of hazardous materials into the air, land and/or water.

## ***EMERGENCY!*** ***What You Need To Know***

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What happens if there is an accidental spill or leak of toxic chemicals on a transportation route, or at a fixed facility?

This brochure will give you the information you need to help you in the event of such an emergency Notification procedures, a checklist of what to expect, and special procedures in the event of an evacuation order, are all things you need to be familiar with.

**Please keep this brochure handy!**

## ***NOTIFICATION***

An evacuation may be ordered if the community is threatened and there is time to evacuate everyone safely. The first thing you can anticipate in the event of local hazardous materials emergency is a knock on- the door, or announcement by loud speaker from your street. Official vehicles (Police, Fire & Rescue) will drive through the affected area alerting residents. Public announcements will also be made on local cable, and on local radio stations, depending on how wide spread the affected area is.

Upon notification of an impending or immediate emergency, you should:

- \* Stay calm!
- \* Watch or listen to your local TV or radio stations for instructions-.
- \* Follow directions!

You and those in your area will be given information to help safeguard your health and property. The situation may require evacuation from your home, or may require what's called "Sheltering-In-Place".

## ***EVACUATION***

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If you are asked to evacuate your home, directions will be provided to the nearest evacuation shelter. Please go directly to the site by the route identified. Transportation will be provided in situations where emergency medical attention is needed, or for those who are without transportation

Once at the shelter site, you and your family will be made as comfortable as possible. Food and other essential provisions will be provided at no cost.

Those with medical conditions that may affect their health, or the health of others near them, should notify the shelter staff immediately so that special provisions can be made

An information center will be set up to keep everyone informed as information becomes available. Residents in evacuation sites- should stay there until the shelter staff tells you it's safe for you to leave; Returning to your home or other affected areas may create unsafe conditions for you, and for emergency crews.

## ***EVACUATION CHECKLIST***

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- \* Listen to local radio stations, & follow the instructions provided.
- \* Bring all necessary medications with you.
- \* Leash or cage pets and arrange to shelter them if time permits. Send pet food and any medications
- \* Bring your family's Disaster Supplies Kit.
- \* Shut off all appliances before leaving your home.
- \* Lock your home!
- If there's time, check on neighbors who may need assistance (elderly, disabled, latch key children, or those without transportation). if there's no time, tell an emergency worker that the person may need help!

\* Use travel routes specified by local authorities. **DO NOT USE SHORT CUTS!**

\* Keep your car windows rolled up, and the car heater/air conditioner off.

\* Drive carefully!

\* Report to the designated shelter/reception area.

### **IF YOU HAVE TIME:**

\* Shut off water, gas and electricity before leaving, if instructed to do so.

\* Post a note on your door telling others when you left, & where you are going.

\* Make other arrangements for your pets.

### **REMEMBER:**

\* If you have children in school, they will be taken to a shelter. **DO NOT** go to the school.  
\* Law enforcement personnel will secure the evacuation area to prevent looting.

## ***SHELTER-N-PLACE***

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If you are asked to stay in your home, or to "Shelter-In-Place", close all windows and doors. Turn on the television or radio, and tune in to your local emergency broadcast station (any local radio or TV station). Follow the directions that are given.

**Do NOT** leave your home or let your pets outside until an "all-clear" advisory is given; After an "all-clear" message is received for your area, open your windows and doors to air out your home.