



## Level 2 Checklist

- 2.1  Place vital/medical records into your "Red File" or other location for important documents (See step 1.14).
- 2.2  Carry a pocket knife and lighter in your pocket or purse.
- 2.3  Make sure all family members know how to operate your garage door when the power is out.
- 2.4  Reinforce your exterior doors by replacing the short screws used for the strike plate with 3-Inch long screws.
- 2.5  Don't "Eat Out" for an entire week.
- 2.6  Place a whistle under each family member's bed
- 2.7  If you have an infant in your home, buy at least a 2-week supply of diapers, wipes, formula, baby food, and common medications.
- 2.8  Safely secure the quick release mechanism on your garage door opener to prevent break-ins.
- 2.9  Place fire extinguishers in your kitchen, garage, laundry room and other important areas in your home.
- 2.10  Know the names of your children's friends and how to contact them.
- 2.11  Place identification records into your "Red File."
- 2.12  Remove or secure ladders or other objects in your yard that might make it easy to climb onto the roof or through windows.
- 2.13  Clear hedges and trees around house for security.
- 2.14  Prepare backpack/locker/school lockdown kit for each school aged child.
- 2.15  Buy some solar yard lights for emergency light and charging batteries.
- 2.16  Collect recent pictures of each family member, or take new ones and place them in your Red File.
- 2.17  If you take prescription medication, build up an emergency supply.
- 2.18  Add a preparedness book to your home library and read it.
- 2.19  Allocate funds for emergency preparedness in your monthly budget.
- 2.20  Talk to a neighbor about some of the great preparedness projects you have accomplished lately.

## Level 2 Quick Guide

- 2.1  Place vital/medical records into your “Red File” or other location for important documents (See step 1.14).



In step 1.14 of EPPIC Preparedness, you created a “Red File” or similar location for organizing your important documents. When possible, these are your originals, not copies. The act of gathering all of your vital records into one place might be daunting for some. So let’s start small. We will start with just your vital and medical records. We’ll put the rest of our documents in later. Vital records include birth, marriage and death certificates. Medical records include immunization records, prescription information, dental records and other medical related documents. Add these to your Red File binder. Use sheet protectors to keep everything neat and organized. A label or permanent marker can be used on each sheet protector to identify what should be in each so you can remember what goes in it if you have to take anything out for any reason. For more information on red files or important documents go to: [www.iwillprepare.com](http://www.iwillprepare.com) > Evacuation > Important Documents (Red File).

- 2.2  Carry a pocket knife and lighter in your pocket or purse.

Start a new habit. Start carrying a sturdy pocket knife and a lighter with you every day. Most people who find themselves in emergency situations were simply doing what they do and going where they go every day. The two most important items you can have with you in any emergency is a sharp, sturdy knife and a lighter to start fires to keep



you warm. These items are also the first I put in any preparedness kit. There are obvious exceptions to carrying these items; children should not carry them as well as those attending schools, traveling through airports, going to court or through other security controlled areas, etc... Select a pocket knife that fits comfortably in your hand and has a strong sturdy blade. Any lighter is fine but, I prefer a small, refillable butane lighter that fits comfortably and is hardly noticeable in my pocket.

- 2.3  Make sure all family members know how to operate your garage door when the power is out.

On every garage door opener, there is a red emergency release handle. When pulled, the garage door is disengaged from the drive chain or screw making it possible to manually open and close the garage door. While this is important to know if the power goes out so you can take the car out of the garage, it is also helpful in emergencies. It is possible for children or pets to become trapped under a garage door while it is closing. With quick thinking, pulling the emergency release may prevent injury. The garage may also be an escape route during a house fire. If electrical wires are burnt, the power could be out to the garage door opener and trapping family members in the garage if they don’t know how to use the emergency release.



- 2.4  Reinforce your exterior doors by replacing the short screws used for the strike plate with 3-Inch long screws.



Most strike plates are installed with short screws. When an exterior door is kicked, it can easily be opened because the short screws are an inch deep and are not anchored to the solid 2x4 frame but the decorative trim. An exterior door can be reinforced by replacing the short screws with 3 inch long screws. This will insure the strike plate is properly anchored. If you want to take your home security a step further, purchase a stronger strike plate as well.



- 2.5  Don't "Eat Out" for an entire week.

For some, this is no problem at all, for others, one day is a challenge. With a heavy dependence on eating out, how will you be able to feed your family after a severe storm makes leaving your home impossible for a week or more? If cooking is not your strength, it might be time to add a few more, simple, delicious recipes to your repertoire. After you have completed your week long experiment, take note of your challenges and make a plan to improve them. If a week is too easy for you, try two weeks or a month.

2.6  Place a whistle under each family member's bed.

In step 1.20 of EPPIC Preparedness, you placed a flashlight, light stick, socks and shoes under everyone's bed. Now add a whistle to these items. A whistle can help family members raise the alarm in your home. It should only be used in actual emergencies or parent initiated practice drills. Some families may choose to have a signal established, for example, long blasts might mean to evacuate the home and meet across the street, while, three short blasts might mean lock your doors and hide. Whistles can also be used to call out to rescuers if you are trapped in a collapsed home following an earthquake.



2.7  If you have an infant in your home, buy at least a 2-week supply of diapers, wipes, formula, baby food, and common medications.



Infants require a wide range of specialty items. Many are not readily available in homes of those that do not have babies. If roads are closed, stores unable to operate or any number of other scenarios, you may have to rely on what you have on hand to care for your infant. Get a bin and gather important baby items that can feed and care for your child in an emergency. These items can include diapers, wipes, formula, baby food, and common medication such as Baby Orajel, Tylenol, Motrin, gas relief, Pedialyte and suppositories. Do not use these items except to rotate them out with fresh ones. This way you will always have a couple weeks' worth of supplies in case of an emergency. Remember to include formula even if you breast feed. Stressful or exhausting situations can dry up milk production not to mention the possibility of injury or loss of life to the mother.

2.8  Safely secure the quick release mechanism on your garage door opener to prevent break-ins.

Your garage door is one of the weakest entry points into any home. What's more, we often feel a false sense of security when it is closed so that many families do not lock the door from the garage to their home when they sleep. Burglars can quietly open a typical garage door in less than 10 seconds. There are some things you can do to make it more difficult and perhaps frustrate their efforts. The quick release mechanism has a red rope and handle hanging from it. When pulled, it releases the garage door from the track making the door free to open and close manually. Burglars often use a coat hanger with a hooked end and feed it through the center front of the garage door until they catch the handle or the mechanism itself and pull to disengage the door from the drive chain or screw. There are many styles of quick release mechanisms making it difficult to recommend the perfect solution for your situation. The important part is to secure it so it can't be easily opened using a wire coat hanger but can still be opened in an emergency. Start by removing the red pull handle and knot on the pull rope. Singe the end of the rope with a lighter so it doesn't fray. This will prevent thieves from catching the handle but leaving the rope intact to pull in emergencies. Next protect the latch on the quick release mechanism by using a binder clip, duct tape, piece of plastic, wire netting or other item to keep a coat hanger from catching it. Using zip ties is a common solution but I think it is unwise if it prevents the quick release from working properly. If you have windows on your garage door, some window tinting might make it harder for intruders to see what they are doing.



2.9  Place fire extinguishers in your kitchen, garage, laundry room and other important areas in your home.



Most fire outbreaks in homes happen in the kitchen, laundry room and garage. The most common is caused by cooking left unattended. Poorly cleaned or maintained dryer vent fires are also very common. If caught immediately, most fires can be extinguished with a home fire extinguisher. Small extinguishers are readily available and relatively inexpensive. Most are an "ABC" variety which is what you will want. "ABC" extinguishers will extinguish all fires that can happen in a typical home. Keep an extinguisher in your kitchen, laundry room, garage and anywhere else you feel it might be needed. Home fire extinguishers are meant to put out very small fires, like a waste paper basket or stovetop grease fire. If the fire is larger than this, evacuate your home immediately and call 911.

2.10  Know the names of your children’s friends and how to contact them.

Don’t let there be an emergency when a child is visiting a friend and you not have a way to contact or collect them. Most kids have cell phones now but if cell phones are dead or the network is down, it may be impossible to reach each other. Know who your young children play with. Also know who your older kids spend time with. Get addresses and phone numbers of these friends so you can reach your child in an emergency.

2.11  Place identification records into your “Red File.”



In step 2.1, we added our vital and medical records to our red file. Now, let’s add our identification information. Identification information includes: Driver’s and specialty licenses, passports, travel visas, Child ID Kits (If you don’t have these yet, don’t worry we’ll do that soon), membership cards and information, military records, voter registration card, adoption, custody or foster care records and naturalization and immigration papers. Once you have collected this information, put them in your red file. When placing the originals into the file is not practical, such as your driver’s license, consider ordering a second copy or at least making a photocopy and adding it to the binder.

2.12  Remove or secure ladders or other objects in your yard that might make it easy to climb onto the roof or through windows.

When a would-be burglar takes a look at your house for the first time, make him think yours will not be an easy one to enter so he will make the decision to move on to another home. Sometimes we inadvertently make it easy for a thief to break in by leaving him all the tools he needs laying in our back yards. If you have ladders or other objects lying around that would make it easy for thieves to climb into windows, make sure they are put in the garage or secured so they can’t be easily used. This might be done by using a bicycle lock or by moving that shed to another part of the yard.

2.13  Clear hedges and trees around house for security.

Sometimes our landscaping might be done in a way that makes it easier for would-be burglars to enter our home. Are there trees close to the home that could allow them to gain access to upstairs windows? Are there bushes or hedges near windows that could provide them a hiding place while peeping or while forcing open a window? If so, trim them back or move them so they are not a security risk.



2.14  Prepare backpack/locker/school lockdown kit for each school aged child.



Situations may arise that will keep you separated from your children during a crisis that takes place while they are at school. The primary defense of our schools in an emergency is to perform a school lockdown. In an actual emergency, the lockdown may last for hours. Some schools have classroom emergency supplies, but few have anything of substance. Consider providing your children a few supplies they can keep in their backpack so they are available if needed. Here are a few items I have placed in the School Bag Kits for each of my children: Pencil Case (to hold everything), Chemical Light Stick, Whistle, Mask (N95 type), Adhesive Bandages, Emergency Blanket, Drink Pouch, Granola Bar, Fruit Leather x2, List of Emergency Contacts / Family Emergency Plan and a letter of love and reassurance from parents with a family picture. For more information go to: [www.iwillprepare.com](http://www.iwillprepare.com) > Emergency Kits > School Bag Kit.

2.15  Buy some solar yard lights for emergency light and charging batteries.

Solar yard lights are a great way to add accent lighting to your yard. It also provides security. Burglars prefer not to be seen. A well-lit yard is less desirable than a dark one. Solar yard lights can also be helpful during a power outage. Just bring in the yard lights at night and take them back outside to charge during the day. Solar yard lights, if you select the right ones, can also be used as a battery charger. Inside each light, is a rechargeable battery. Before purchasing your lights, see what type of battery it uses. All of mine use AA batteries. This way, if I am in a long term power outage, I can use the solar lights to charge all of my AA batteries for my flashlights and small devices.



2.16  Collect recent pictures of each family member, or take new ones and place them in your Red File.

It is a good idea to keep some of your favorite current photos of your family members in your Red File. If ever you need to evacuate, your Red File will be towards the top of your list of things to grab. It will ensure you have a few photos preserved even if all others are lost. Recent photos are also important to have in a moment's notice in case a family member goes missing and a photo must be shared with police or search and rescue teams. While it is important to have a few printed photos, it might be wise to have others on a flash drive or CD also placed in your Red File or a cloud based picture repository on the web.



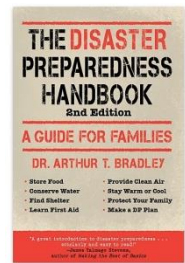
2.17  If you take prescription medication, build up an emergency supply.



Disasters and other emergencies can shut down power, communications and cause people to evacuate or impact the shipment of needed supplies. Any of these may make it difficult to fill a prescription immediately prior to or following a disaster. Life sustaining medications may simply not be available and you can find yourself without it until services are restored, putting you in a possible life threatening situation. Recovery may take days or even weeks. It is up to you to have a ready supply just in case. Some ways to build it are as follows: 1. Order your prescriptions using a mail-order service. These services usually send you a 3-month supply at a time. This will give you a larger supply and requires fewer refills per year. 2. Regularly, refill your medication at the earliest refill date. Over time, you can build up a few extra days' worth. 3. Talk to your Doctor about writing you a prescription for an additional few week supply that you can pay for on your own (insurance companies may not cover it).

2.18  Add a preparedness book to your home library and read it.

Knowledge and skills are an important part of your preparedness efforts. Information can be gathered from many sources, including online and from local classes or workshops. Start to build a preparedness library by buying a preparedness book on a topic of your choice. One that is in an area you are not familiar with or you have always wanted to learn more about. If you enjoy it, share it with your family and friends. If you have trouble deciding, take a look at some of my favorites. Go to [www.iwillprepare.com](http://www.iwillprepare.com) > Emergency Prep. Products I like @ [Amazon.com](http://Amazon.com) > Books.



2.19  Allocate funds for emergency preparedness in your monthly budget.



It's no secret, preparing yourself and your family for possible emergencies is going to take time, organization, teamwork and resources. There will necessarily be some expenses involved. Be organized and make preparedness a part of your monthly budget. Some families might only be able to afford \$10 a month while others much more. The amount you invest can impact the speed you move through your preparedness steps. Remember though, preparedness is a process and not a race. Do what you can within your means, don't rush it.

2.20  Talk to a neighbor about some of the great preparedness projects you have accomplished lately.

Congratulations! You have completed forty preparedness projects. You are well on your way to truly becoming prepared. Take time and share some of your experiences with friends, neighbors and family. You love them and you want them to be safe from harm and discomfort during a crisis. Tell them what you have done and how you did them. Share your challenges and what worked for you. Remember that many emergencies are much easier when like-minded individuals work together. Encouraging your friends, family and neighbors to prepare now, may just be the start of a future emergency support network.

