

## Shelter in Place

In recent years, officials have found that sheltering can be far more useful than evacuation when dealing with airborne hazards. Often, the early minutes and hours after the release of a hazardous material into the atmosphere are the worst possible time for the public to leave the relative safety of buildings, structures and vehicles.

### **If at Home:**

- Quickly bring everyone inside including pets.
- Close all doors to the outside, and all windows.
- Turn off all heating systems.
- Turn off air conditioners and close inlets.
- Close fireplace dampers and stove vents.
- Close as many interior doors as possible.
- Move to interior spaces, upper floors if possible.
- Seal any remaining cracks or openings.
- If needed, cover nose and mouth with a wet cloth.
- Tune into the Emergency Alert System (EAS).
- Stay off the phone. Someone may contact you.
- Wait for the all-clear signal before you go outside.

### **If in a vehicle:**

- Stay in your car or truck.  
Close all windows, manual vents, air conditioning, and ventilation systems.
- If possible, drive away from gas or smoke clouds.
- Follow the orders of law enforcement or public safety personnel directing traffic.
- Turn into the Emergency Alert System (EAS).  
Stay in your car or truck and wait for the all-clear signal before you leave your car or open windows or vents.

### **If you are on the base (and not in a vehicle):**

- Take shelter in the nearest building.
- Listen to directions from personnel working in the building.

## Important Phone Numbers

Base Closure Line: 1-800- 849-6024  
Duty Chaplain (Emergency): (904) 542-0024  
Fleet and Family Service Center: (904) 542-2766  
Navy-Marine Corps Relief: (904) 542-3515  
Navy Family Housing: (904) 779-1060  
Naval Hospital: (904) 542-7300  
Security: (904) 542-2661  
Fire Dept.: (904) 542-3333  
Emergency Management Office: (904) 542-1496/1638  
OOD: (904) 542-2338  
CDO: (904) 509-1106

## Important Web Sites

Region: [www.cnrse.navy.mil](http://www.cnrse.navy.mil)  
Installation: [www.nasjax.navy.mil](http://www.nasjax.navy.mil)  
Red Cross: [www.redcross.org](http://www.redcross.org)  
FEMA: [www.fema.gov](http://www.fema.gov)  
State EM: [www.floridadisaster.org](http://www.floridadisaster.org)  
Local EM: [www.coj.net/services](http://www.coj.net/services)  
Homeland Security: [www.dhs.gov/dhspublic/index.jsp](http://www.dhs.gov/dhspublic/index.jsp)

## Mass Warning and Notification (MW&N)

In the event of an emergency you may be notified by one or more of the following systems:

**Wide Area Alert Notification /ATHOC** – Alert notification system capable of notification via work or home computer, telephone, cell phone, text or beeper.

**Giant Voice** – Installed throughout NAS Jacksonville. It is the same system utilized to broadcast Taps and Colors.

**Phone Tree** – i.e. a phone call from your command

**Base-wide (Mass) Email** – from the EMO/PAO

## Emergency Alert System Stations

TV Channels

Radio Channels

*Local cable companies may vary exact channel number consult your local cable guide*

## **Emergencies - Dial 911**

## **NAVAL AIR STATION JACKSONVILLE Family Emergency Preparedness Guide**



## **“Be Prepared”**

Being prepared does not mean being afraid. It means understanding the potential threats to you and your family's safety and making plans in advance on how you will deal with problems and tragedies.

The NAS Jacksonville's Emergency Management Office has developed this pamphlet to be a quick reference guide on preparing yourself for the unexpected. It does not provide everything you need, but with this and the information from other referenced sources, you can “be prepared.”

The basic components of being prepared include:

- Find out what could happen to you.
- Create a disaster plan.
- Practice and maintain your plan.
- Make a disaster supplies kit.
- Know your community evacuation plan.

## **Neighbors Helping Neighbors**

Working with neighbors can save lives and property. Meet with your neighbors to plan how to work together after a disaster. If you're a member of a neighborhood organization, introduce disaster preparedness as a new activity. Know your neighbors' special skills and consider how you could help neighbors who have special needs, such as disabled and elderly persons. Make plans for childcare in case parents can't get home.

## Family Disaster Planning\*

### 1. Find Out What Could Happen to You

- Contact your local Red Cross chapter or emergency management office before a disaster occurs—be prepared to take notes.
- Ask what types of disasters are most likely to happen. Request information on how to prepare for each.
- Learn about your community's warning signals: what they sound like and what you should do when you hear them.
- Ask about animal care after a disaster. Animals are not allowed inside emergency shelters because of health regulations.
- Find out how to help elderly or disabled persons, if needed.
- Find out about the disaster plans at your workplace, your children's school or day care center, and other places where your family spends time.

### 2. Create a Disaster Plan

- Meet with your family and discuss why you need to prepare for disaster. Explain the dangers of fire, severe weather, and earthquakes to children. Plan to share responsibilities and work together.
- Discuss the types of disasters that are most likely to happen. Explain what to do in each case.
- Pick two places to meet:
  - Right outside your home in case of a sudden emergency, like a fire.
  - Outside your neighborhood in case you can't return home. Everyone must know the address and phone number.
- Ask an out-of-state friend to be your "family contact." After a disaster, it's often easier to call long distance. Other family members should call this person and tell them where they are. Everyone must know the phone number.
- Discuss what to do in an evacuation. Plan how to take care of your pets.

## Family Disaster Planning\* (Continued)

### 3. Complete this Checklist:

- Post emergency telephone numbers by phones (fire, police, ambulance, etc.).
- Teach children how and when to call 9-1-1 or your local Emergency Medical Services number for emergency help.
- Show each family member how and when to turn off the utilities (water, gas, and electricity) at the main switches.
- Check if you have adequate insurance coverage.
- Training each family member on how to use the fire extinguisher (ABC type), and show them where it's kept.
- Install smoke detectors on each level of your home, especially near bedrooms.
- Conduct a home hazard hunt.
- Stock emergency supplies and assemble a Disaster supplies kit
- Take a Red Cross first aid and CPR class.
- Determine the best escape routes from your home. Find two ways out of each room.
- Find the safe places in your home for each type of disaster

### 4. Practice and Maintain Your Plan

- Quiz your kids every six months or so.
- Conduct fire and emergency evacuations.
- Replace stored water and stored food every six months.
- Test and recharge your fire extinguisher(s) according to manufacturer's instructions.
- Test your smoke detectors monthly and change the batteries at least once a year.

### 5. If Disaster Strikes, remain calm and patient. Put your plan into action.

- Check for injuries: Give first aid and get help for seriously injured people.
- Listen to the TV or radio for news and instructions.
- Check for damage in your home
- Use flashlights. Do not light matches or turn on electrical switches, if you suspect damage.
- Sniff for gas leaks, starting at the water heater. If you smell gas or suspect a leak, turn off the main gas valve, open windows, and get everyone outside quickly.
- Shut off any other damaged utilities.
- Clean up spilled medicines, bleaches, gasoline, and other flammable liquids immediately.
- Remember to:
  - Confine or secure your pets.
  - Call your family contact. Do not use the telephone again unless it is a life-threatening emergency.
  - Check on your neighbors, especially elderly or disabled persons.
  - Make sure you have an adequate water supply in case service is cut off.
  - Stay away from downed power lines.

## Family Disaster Planning\* (Continued)

### 5. Emergency Preparedness Kit

#### Five Basics:

1. Water: Min one gallon (4 L) per person per day
  2. Food: Preferably non perishable and a means to heat it (BBQ, camping stove, etc). Don't forget the can-opener.
  3. Heat: Warm clothing, blankets, sleeping bags, non-electric heaters, etc. Check your camping equipment as one resource.
  4. Money: ATMs may be down, but stores may be open.
  5. Radio: Battery, solar or hand crank powered for news, updates and emergency directions.
- Your Family Communication Plan
  - Other important items:
    - A *first aid kit*: including *prescriptions & medications*.
    - *Emergency tools*: whistle, flashlights, plenty of *extra batteries* and a wrench or pliers to shut off your Utilities.
    - Special items for infant, elderly or disabled family.
    - One change of clothing and footwear and one blanket or sleeping bag per person. Dust Masks (N-95 rated).
    - TP, baby wipes, garbage bags, feminine items.
    - Important *family documents* in a waterproof container.
  - Don't forget your CAR and Workplace

### Family Disaster Plan

Emergency Meeting Place (outside home): \_\_\_\_\_  
Meeting Place (outside neighborhood): \_\_\_\_\_  
Meeting Place Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Family Contact: \_\_\_\_\_  
Phone (day): \_\_\_\_\_  
Phone (evening): \_\_\_\_\_

### Family Communication Plan

Family Cell Phone: \_\_\_\_\_  
Family Land-line: \_\_\_\_\_  
Emergency Meeting Place (outside home): \_\_\_\_\_  
Other Meeting Places (neighborhood): \_\_\_\_\_

Meeting Place Phone: \_\_\_\_\_  
Family outside Contact/Phone: \_\_\_\_\_

