



# Ho-Ho-Kus Emergency Planning Guide



Important Information  
On The Steps You Can Take  
To Protect Yourself, Your  
Family And Your Home

# “Grab and Go” Emergency Kit Check List

- Copy of this brochure and your important documents such as, insurance cards, birth certificates, deeds, photo IDs, etc., and placed in a portable waterproof container.
- A small regional map.
- Credit and ATM cards and cash, keep at least \$50–\$100 on hand in small denominations.
- Bottled water and non-perishable food such as energy or granola bars. Periodically check expiration dates.
- Extra set of car and house keys.
- Cell phone, flashlight, battery-operated AM/FM radio and extra batteries. You can also buy wind-up radios that do not require batteries.
- Medication for at least one week and other essential personal items. Be sure to change medications before they expire. Keep a list of the medications each member of your household takes and their dosages, or copies of all your prescription slips.
- First aid kit.
- Sturdy, comfortable shoes, lightweight rainwear and a mylar blanket.
- Contact and meeting place information for your household.
- Child care supplies or other special care items.



The American Red Cross has information for individuals and families emergency planning based on the Homeland Security Advisory System. Their brochure, "Your Family Disaster Plan," available on their Web site, [www. redcross.org/ services/disaster/beprepared/ familyplan.html](http://www.redcross.org/services/disaster/beprepared/familyplan.html), is a basic "how to" on putting together a plan.

Some basic ideas are listed below.

- Discuss the types of disasters that could occur and explain how to prepare and respond.
- Pick one non-household friend or relative to call if separated by an emergency.
- Discuss what to do if advised to evacuate.
- Discuss what to do with pets.
- Draw a floor plan of your home. Mark two escape routes from each room.
- Post emergency telephone numbers near telephones.
- Prepare a "Grab and Go" Emergency Kit. Each household member's "Grab and Go" Emergency Kit should be packed in a sturdy, easy-to-carry container such as a back pack or suitcase on wheels, and should be easily accessible if you have to leave your home in a hurry. Make sure it is ready to go at all times of the year.

## Prepare your vehicle for emergencies:

- Adequate supply of fuel
- A flashlight and extra batteries
- A charging cable for your cell phone
- A first-aid kit
- Maps

## Other Planning Steps

Know how to contact each other. If local telephone systems are down, it may be easier to contact out-of-town friends of family members who can then communicate with the separated family members. Family members should carry telephone numbers, a cell phone, a pre-paid calling card or change for a pay telephone.

Know how and where to get emergency information. Find out what kinds of disasters are most likely to occur in your area and how you will be notified. One common method is emergency radio or TV broadcast and the Department of Homeland Security. The current threat level is a good barometer to be used in your personal planning.



## Get The Facts

While terrorist attacks with chemical, biological or nuclear agents are possible, the likelihood of their use is not high.

- Chemical agents are poisonous gases, liquids or solids. They are difficult to manufacture and to deliver in quantity. For example, the Pentagon estimates that a ton of sarin would be necessary to produce 10,000 casualties.
- Biological agents are organisms or toxins that have illness-producing effects. Again, they are difficult to manufacture and deliver. Aum Shinrikyo, with millions in funding and sophisticated staff, was unable to produce a biological weapon after five years of trying.
- Nuclear agents are substances that generate harmful radiation. Nuclear devices and materials are closely monitored and difficult to obtain.
- The preferred terrorist weapon of choice continues to be conventional explosives. They can be easily manufactured and transported.

## Accept Responsibility

An aware and informed public is our best defense against terrorism. We must all do our part to keep our community safe. Good common sense security practices and public awareness can help prevent this type of attack.

- Be aware of your surroundings. Notice where emergency exits are located. Think ahead about how to evacuate a building or congested public area in a hurry.
- Report suspicious objects, packages, vehicles or persons to the appropriate authorities.
- Cooperate with security procedures at your place of work and in public places.
- Take precautions when traveling. Be aware of conspicuous or unusual behavior. Do not accept packages from strangers.
- Do not leave luggage unattended.
- Don't spread rumors – confirm questionable information with a credible source.

## If You Are Instructed To Evacuate

You will be advised on possible evacuation routes and/or emergency shelters.

- Wear appropriate clothing and sturdy shoes.
- Take your "Grab and Go" Emergency Kit.
- Confine or secure your pets.
- Lock your home.
- Consider leaving a note telling others when you left and where you are going.



There are five Threat Conditions each identified by a description and corresponding color. From highest to lowest, the levels are:

### **(Red) Severe**

*The state may restrict transportation and access to critical locations.*

You must adhere to the restrictions announced by authorities and prepare to evacuate, if instructed. Stay alert for emergency messages.

### **(Orange) High**

*The state will activate Emergency Operations Centers and begin to restrict access to some critical locations.*

You should review your emergency communications plan with your family and monitor the news for further information and instructions.

### **(Yellow) Elevated**

*The state will increase surveillance at critical locations such as power plants, bridges and tunnels.*

You should develop alternative routes for travel between work, home, and school. Prepare to assist the elderly or those with special needs.

### **(Blue) Guarded**

*The state will put key emergency response personnel on stand-by and provide information to the public, as needed.*

You should be alert for and report any suspicious activity to the proper authorities. Review your disaster supply kit and replace outdated items

### **(Green) Low**

*The state will continue to develop and refine emergency response plans and conduct training exercises.*

You should develop an emergency communications plan and stock a Disaster Supplies Kit.

*The higher the Threat Condition, the greater the risk of a terrorist attack. Risk includes both the probability of an attack occurring and its potential gravity. Threat Conditions may be assigned for the entire nation, or they may be set for a particular geographic area or industrial sector. Assigned Threat Conditions shall be reviewed at regular intervals to determine whether adjustments are warranted.*

