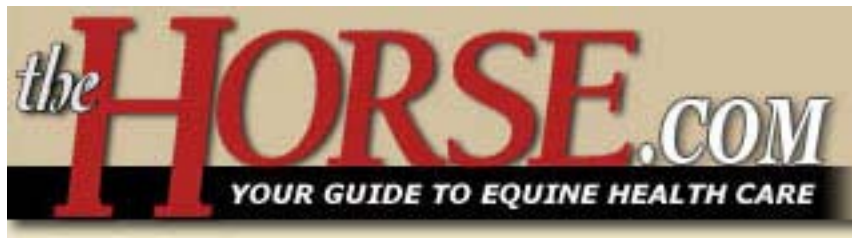


# Emergency Planning Workbook

courtesy of



**EquineU.com**



# Emergency Planning Worksheet

What are the most common types of natural disasters in your area: Download specific information from the websites listed at the end of this document and attach it to your plan.

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Other types of emergencies you may encounter:

House Fire

Barn Fire

Household flooding from broken pipes

Where are the shutoffs located for utilities?

Main Electrical Circuit : \_\_\_\_\_

Main Water Valve: \_\_\_\_\_

Gas Valve: \_\_\_\_\_

*\*\*\*Do not shut off gas unless you suspect a leak exists.*

Location of wrench to shut off gas: \_\_\_\_\_

Location of the Manual Garage Door Override: \_\_\_\_\_

Location of other utilities: \_\_\_\_\_

*On a separate piece of paper, draw a floor plan of your house and barn. Show the locations of exit doors and windows, utility shutoffs, fire extinguishers, emergency supplies and first aid kit.*

Your emergency supply kit and first aid kit are located:

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Fire Extinguishers are located:

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Complete the Family Communications Plan

Do you, a friend or family member need special assistance during an emergency?

Check with your city or county office of emergency services to register for additional assistance. Remember to assist others with special needs, if it is safe to do so.

**Reunion Locations:** Establish two places where you and your family can meet following an emergency. One immediately outside of your home, e.g. a neighbor's mailbox, for use during a home emergency and a site away from your home in case you must evacuate the area.

Home Location: \_\_\_\_\_

Away from Home Location: \_\_\_\_\_

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**Evacuation Sites:** If you must evacuate with your animals, where would you go. Places may include rodeo grounds, fair grounds, animal shelters, friends or family with land outside the immediate area.

1. Closest to home: \_\_\_\_\_

2. Outside your immediate area: \_\_\_\_\_

3. Another Option: \_\_\_\_\_

**Out of Area Contact:** Name and telephone number of person outside your local area for family members to call to report their location and condition.

Name: \_\_\_\_\_

Location: \_\_\_\_\_ Phone: \_\_\_\_\_

**Buddy System:** If you are away from your home during an emergency, designate a neighbor to check on your family, animals and property.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**School Disaster Policy:** Know what your school's policies are in the event of an emergency. Do they have adequate supplies if children are unable to leave. Designate an authorized adult to pick up your children if you are unavailable.

**Business Disaster Policy:** Know your business's emergency plan and location of supplies. You may be unable to leave the facility and should have adequate supplies for 3 days. Co-workers without transportation may need assistance. Help others whenever possible.

**Training:** Learn First Aid and CPR for you and your animals, refresher classes should be taken every 2 years.

Person(s) Trained:

Name: \_\_\_\_\_ Date Training Expires: \_\_\_\_\_

Name: \_\_\_\_\_ Date Training Expires: \_\_\_\_\_

Name: \_\_\_\_\_ Date Training Expires: \_\_\_\_\_

Name: \_\_\_\_\_ Date Training Expires: \_\_\_\_\_



If a Disaster is Predicted

If you have time and it is safe, take the following actions:

1. Determine if horses should be left in the pasture or in the barn. If the pasture has good fencing and limited trees, the pasture may be safer. Safe barns may provide safety from flying debris, but may trap livestock if the barn collapses.
2. If you are unable to evacuate livestock during a wildfire, you may need to set them free and close the gates so they do not return and become trapped. Tag each animal.
3. If flooding is a possibility, can the animals move to higher ground?
4. Do not leave animals in a pasture with electrical lines.
5. Do not keep horses in barbed wire fencing or electrical fencing during a storm.
6. Turn off the power source to the barn.
7. Fill all water troughs and additional containers with enough water for 3-7 days. Horses and other livestock will need 12-20 gallons of water per animal/day. Do not rely on automatic waters. Water for 3-7 days
8. Cover or move feed and hay to a secure and dry place. A 3-7 day supply is recommended.
9. Secure all moving objects.
10. Remove all items from hallways.
11. Jumps and lawn furniture should be put inside or secured.
12. Move large vehicles such as tractors and trailers in a garage or an open field where trees cannot fall on them.
13. Gather all emergency supplies and first aid kits. If you are sheltering in place, keep them in your safe room.
14. Determine if it is safe to shelter in place or if you will be evacuating. Remember it may be impossible to evacuate if you wait.
15. Review information on the type of disaster. Listen to the radio for specific instructions.

Notes:

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Water Purification

1. Boil for 1 full minute, keeping in mind some water will evaporate, let water completely cool before using or
2. Add 8 drops (1/4 teaspoon) of household bleach per gallon of clear water. Use 16 drops (1/2 teaspoon) per gallon of cloudy water, mix well and let stand for 30 minutes or
3. Use water purification tablets, follow the manufacturer's instructions.

Additional Important Telephone Numbers:

911 or your local emergency response number \_\_\_\_\_ for life threatening emergencies.

Non-Emergency Calls

Fire: \_\_\_\_\_

Police: \_\_\_\_\_

Animal Control: \_\_\_\_\_

Animal Emergency Team: \_\_\_\_\_

Gas Company: \_\_\_\_\_

Electric Company: \_\_\_\_\_

Water Company: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Important Documents:

Keep these documents in a waterproof, portable container:

- Will, insurance policies, contracts, deeds, stocks and bonds
- Passports, social security cards, immunization records
- Bank account numbers
- Credit card account numbers and companies
- Inventory of valuable household goods, important telephone numbers
- Family records (birth, marriage, death certificates)
  - Animal registration papers, proof of ownership, microchip information, etc.
  - Animal medical history, vaccination records and Coggins test results
  - Pictures of family members and animals

[For more information about specific types of emergencies you may encounter, go to the websites listed below.](#)

## All Types of Disasters

<http://www.fema.gov/hazard/types.shtm>

- [Chemical Emergencies](#)
- [Dam Failure](#)
- [Earthquake](#)
- [Fire or Wildfire](#)
- [Flood](#)
- [Hazardous Material](#)
- [Heat](#)
- [Hurricane](#)
- [Landslide](#)
- [Nuclear Power Plant Emergency](#)
- [Terrorism](#)
- [Thunderstorm](#)
- [Tornado](#)
- [Tsunami](#)
- [Volcano](#)
- [Wildfire](#)
- [Winter Storm](#)

## Earthquakes

<http://pubs.usgs.gov/gip/2005/15/>

## Hurricanes

<http://www.weather.gov/os/hurricane/index.shtml>

## Tornadoes

<http://www.noaa.gov/tornadoes.html>

## Tsunami

<http://www.noaa.gov/tsunamis.html>

## Wildfires

<http://www.fema.gov/hazard/wildfire/index.shtm>

## House Fires & Fire Safety

<http://www.firesafety.gov>



Make sure your family has a plan in case of an emergency. Fill out these cards and give one to each member of your family to make sure they know who to call and where to meet in case of an emergency.

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

## Family Emergency Plan

EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_ IMPORTANT \_\_\_\_\_

  
**Ready** 

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ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:



## Family Emergency Plan

EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_ IMPORTANT \_\_\_\_\_

  
**Ready** 

ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:

## Family Emergency Plan

EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_ IMPORTANT \_\_\_\_\_

  
**Ready** 

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ADDITIONAL IMPORTANT PHONE NUMBERS & INFORMATION:



## Family Emergency Plan

EMERGENCY CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OUT-OF-TOWN CONTACT NAME: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

NEIGHBORHOOD MEETING PLACE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_

OTHER INFORMATION: \_\_\_\_\_ IMPORTANT \_\_\_\_\_

  
**Ready** 

# Equine Medical Emergency Contacts

This information should be kept near your horse in case of an emergency.

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Numbers: \_\_\_\_\_

\_\_\_\_\_

Attach Photos of Horses

## If the owner is not available contact:

Here with Names

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

## Veterinarian:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Pager: \_\_\_\_\_

Back up Veterinarian: \_\_\_\_\_

Phone: \_\_\_\_\_ Pager: \_\_\_\_\_

**Horses Names**

**Color**

**Sex**

**Age**

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Special Medical Needs or Instructions:

Horse Name:

\_\_\_\_\_

\_\_\_\_\_

Horse Name:

\_\_\_\_\_

\_\_\_\_\_

Horse Name:

\_\_\_\_\_

\_\_\_\_\_

# First Aid Kit

EquineU.com  
© 2006 Action Safety Education, Inc.

√	RECOMMENDED MINIMUM SUPPLIES	NOTES
	Adhesive bandages in multiple sizes (bandaids)	
	Adhesive tape	
	Gauze roller bandages or compress	
	Sterile gauze pads 2 inch and 4 inch	
	Sterile surgical pads for pressure dressings	
	Triangular bandages	
	Tweezers and scissors	
	Eye dressing packet	
	Sterile eye wash	
	Antiseptic towelettes	
	Nonadherent bandage pads	
	Thermometer	
	Antibacterial Soap	
	Elastic bandages (Ace® wraps)	
	Gloves	
	Cotton-tipped swaps	
	Commercial Ice Packs	
	CPR Shield or Mask	
	Emergency Blanket	
	Flashlight	
	<b>Additional Supplies for Horse Owners</b>	
	Stethoscope	
	Duct Tape	
	Roll cotton	
	Brown gauze	
	Vet wrap®	
	Leg wraps	
	PVC splints	

# Emergency Preparedness Checklist

DONE Plans		NOTES
	Animal Medical Emergency Plan	
	Evacuation Plan	
	Disaster Preparedness Plan/Emergency Planning Worksheet	
DONE Human Emergency Kit		NOTES
	Water - 1 gallon per person per day (1 week supply)	
	Water purification kit & household bleach	
	First Aid Kit	
	First Aid Book	
	Food for 1 week	
	Can Opener (non-electric)	
	Blankets, Sleeping Bags, Towels	
	Portable Radio, flashlight and spare batteries	
	Essential Prescription and Over-the Counter Medications & Eye Glasses	
	Fire Extinguisher - ABC type	
	Cash and Change	
	Baby Supplies: diapers, formula, bottles, diaper wipes, etc.	
	Large plastic trash bags, tarps & rain gear	
	Large trash can	
	Toiletries - soap, shampoo, toothpaste & tooth brushes	
	Feminine hygiene products	
	Toilet Paper & Paper towels	
	Heavy Gloves	
	Candles & matches	
	Change of clothing, sturdy boots	
	Knife or razor blades	
	Tent	
	Paper, permanent markers, pens, stamps	
	Cooking & Eating Utensils, Heavy duty aluminum foil	
	Axe, Shovel, broom	
	Adjustable wrench	
	Tool kit with screwdrivers, pliers, hammer	
	Rope	
	Duct Tape	
	Plastic tape, staple gun & plastic sheeting	
	City & Regional Map	
	Bicycles	
	Important family documents	
	Emergency Contact List	
	Safety Glasses	
	Masks	
	For children: coloring books, crayons, games	
	Garden hose	
	5 gallon bucket with lid to be used as a latrine	

# Emergency Preparedness Checklist

DONE	Large Animal Kit (in addition to items listed previously)	NOTES
	Water - 12-20 gallons per animal per day (1 week supply)	
	Hay & other feed for 1 week, store in large plastic trash cans	
	Vaccination records, health certificate and Coggins test results	
	Medical History	
	Proof of ownership (copies of breed registration, photos, microchip numbers, etc.)	
	First Aid Kit	
	Water bucket(s)	
	Rake	
	Wheel barrow	
	Halters(leather if possible), luggage tags or other identifiers, lead ropes	
	Blankets	
	Wire cutters	
	Flourescent Spray Paint, Livestock Marking Crayon	
	Bandanas for blind folds	
	Fly Spray	
	Hoof pick, other hoof care tools if available	
	Twitch or nose leads	
	Prescription medications	
DONE	Small Animal Kit (in addition to items listed previously)	
	2 week supply of water and food	
	Medications	
	Cages, carriers, leashes, harnesses, muzzles for each animal	
	Tags or other identification on each animal	
	Veterinary medical records including vaccination history	
	Proof of ownership, registration, microchips, photos, etc.	
	Food and water bowls	
	Familiar items such as toys, treats, bedding	
	Newspaper for bedding and litter	
	Litter pan, scoop and litter	
	Birds,amphibians, reptiles and other animals: bring items essential to their health.	