



For more information

www.makeaplan.org

Brought to you by the communities of the National Capital Region

Preparing for a natural disaster or terrorist attack takes just a few simple steps. By having the right supplies, knowing where to get information and having a written plan for you, your loved ones and your pets, individuals in the National Capital Region can do their part to protect themselves and their families.

This personal preparedness plan is designed to help you keep all pertinent emergency information at-hand so no matter where you are, no matter what you are doing, you will have the peace of mind to know that you are prepared. Take the time now.

Make a Plan

With today's busy schedules, it is likely that you will not be with your loved ones when an emergency arises. Fill out the personal preparedness plan on the opposite side, discuss it with your loved ones and make sure everyone has a copy. Then, be sure to carry your plan with you wherever you go. It's that simple.

Be Ready

In the event of an emergency, you should tune in to your local TV or radio station for instructions from your local government on how to proceed. Depending on the situation, you will be told to shelter in place or evacuate. It makes a difference.

Shelter In Place or "Stay Where You Are"

During an emergency, unless you are in a burning building or an unsafe structure, chances are you will be instructed to shelter in place - whether it is at home or work - and await further instruction from your local government. To do this you should have these basic supplies:

- Three days supply bottled water, one gallon per day per person**
- Three days supply non-perishable food**
- Written personal preparedness plan**
- Battery operated radio**
- Flashlight**
- Extra batteries**
- First Aid kit**
- Extra supply of prescription drugs**

There are many other supplies in addition to this basic checklist that will help you and your family become even better prepared. For an expanded checklist, please visit www.makeaplan.org, visit your community's emergency preparedness Web site or call your local emergency management agency (see Jurisdictional Information).

Special Situations

When making your personal preparedness plan, consider all occupants of your home. Take into consideration those with special needs, small children and pets. For more detailed information, visit makeaplan.org or call your local emergency office listed on the opposite side of this plan.

Evacuation

In the event that your local government instructs you to evacuate, stay calm and follow your written emergency plan.

Consider Alternate Ways to Travel

You should be prepared in case a part or all of your route home is blocked. Having an alternate route is essential. Go to www.metroopens-doors.com and get a copy of the Alternate Route Planning Guide.

IF YOU RIDE METRO

Be aware of and report the following to a Metro employee:

- Suspicious people or unusual activity.
- Unattended bags, packages, boxes, backpacks, etc.
- Smoke or odd smells.

On a Metrorail train

- Know where emergency intercoms are located.
- Be familiar with emergency exit procedures posted next to the center doors.
- Listen for the operator's instructions and follow them quickly and calmly.
- Don't block doors from closing.

In a Metrorail station

- Know where all exits and emergency intercoms are in stations you use frequently.
- Listen for station announcements and follow instructions quickly and calmly.

On a Metrobus

- Be familiar with emergency exit procedures listed on windows, ceiling escape hatches and doors.
- Follow the operator's instructions.

Personal Preparedness Plan

My Personal Information

Name: _____

Address: _____

Phone: _____

Family Emergency Numbers

1: _____

2: _____

School Contact Information

Name: _____

Hotline: _____

Emergency Meeting Place

Near home: _____

Away from home: _____

Local Contact Information

Name: _____

Phone: _____

Out-of-Town Contact Information

Name: _____

Phone: _____

Medical Information

Critical Medical Conditions: _____

Allergies: _____

Current Medications: _____

Doctor Contact Information

Name: _____

Phone: _____

Pharmacy Contact Information

Name: _____

Phone: _____

My Local Emergency Contacts

Emergency Police, Fire & Ambulance: **911** _____

Non-Emergency Police: _____

Local Emergency Office: _____

Local Web site: _____

My Local Stations

Radio: _____

TV: _____

Additional Resources

- **Ready.gov** (DHS)
- **RedCross.org** (American Red Cross)
- **FEMA.gov** (Federal Emergency Management Agency)
- **MakeaPlan.org**
- **CitizenCorps.gov** (Citizen Corps)
- **NOD.org** (The National Organization on Disability)
- **HSUS.org** (The Humane Society)

Text Alert

To receive immediate notification of emergencies in your area, you can sign up for text alerts. Text alerts can be sent to your email, cell phone, Blackberry, pager and/or PDA. It's quick, simple and it could make a difference. If your jurisdiction does not have a text alert, keep checking with your local emergency management office.

Arlington:

www.arlingtonalert.com

City of Fairfax:

www.fairfaxva.gov/emas/

Fairfax County:

www.fairfaxcounty.gov/cean/

Falls Church:

<http://alert.fallschurchva.gov>

Loudoun County:

<http://www.loudoun.gov>

City of Manassas:

www.manassascity.org/list.asp

Prince William County:

www.pwccgov.org/eservices

Washington, DC:

www.alert.dc.gov

Local Emergency Offices and Resources

Maryland

Montgomery County - 240-777-4200 | TTY: 240-777-4815
www.montgomerycountymd.gov

Prince George's County - 301-583-1899
www.goprincegeorgescounty.com

Virginia

Alexandria - 703-838-3825 | TTY: 703-838-4896
www.alexandriava.gov/fire/emerg_srvcs.html

Arlington - 703-228-7935 | TTY 703-228-4611
www.arlington.va.us

City of Fairfax - 703-385-7874
www.fairfaxva.gov/FireRescue/Fire.asp

City of Manassas - 703-257-8200
www.manassascity.org

City of Manassas Park - 703-361-1136
www.cityofmanassaspark.us

Fairfax County - 703-817-7771 | TTY: 711
www.fairfaxcounty.gov/oem

Falls Church - 703-241-5053 | TTY: 703-532-4489
www.fallschurchva.gov/safety/EmergencyPreparedness/index.html

Loudoun County - 703-777-0333
www.loudoun.gov/fire/index.html

Prince William County - 703-792-5828 | TTY: 711
www.pwccgov.org/emergency

Washington, DC

Washington, DC - 202-727-6161 | TTY: 202-727-3323
www.dcema.dc.gov