

# Working from the same page consistent messages for CDEM

## PART A: General information



# Household emergency plan

► Be prepared for disasters – make a plan

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### **CORE ACTION MESSAGES IN THIS CHAPTER (pp5-14)**

- ▶ **Find out what could happen.**
- ▶ **Create a Household Emergency Plan.**
- ▶ **Complete a Household Emergency Checklist and put together your Emergency Survival Items.**
- ▶ **Have a Getaway Kit.**
- ▶ **Practice your plan and keep it up-to-date.**
- ▶ **If you or anyone in your household has a disability or a mobility problem, make special plans.**
- ▶ **Know in advance how to care for your pets in a disaster situation.**

Please note: Core Action Messages should be read in conjunction with the rest of the text in this chapter.

## Awareness messages

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### **Why talk about a Household Emergency Plan?**

Disaster can strike quickly and without warning. It can force you to evacuate your neighbourhood or confine you to your home. What would you do if basic services, such as water, gas, electricity, or telephones, were cut off? Emergency services will be on the scene after a disaster, but in the immediate aftermath of an event, they will not be able to get help to everyone as quickly as needed. This is when individuals and communities are at their most vulnerable. This is why it is important for everyone to plan to be able to look after themselves for at least three days in the event of a disaster. Don't forget to include pets/livestock in your plan.

You and the other members of your household could be separated during a disaster without any means of contacting each other as phone services are likely to be affected. Having a plan will help you work through where you will meet, who will pick up the kids from school, etc. Families can and do cope better with disaster by preparing in advance and working together as a team. Knowing what to do beforehand is your best protection and your responsibility. Learn more about Household Emergency Plans by contacting your local civil defence emergency management office or visit [www.getthru.govt.nz](http://www.getthru.govt.nz).

### **What is a Household Emergency Plan?**

A Household Emergency Plan is a personalised action plan that lets each member of a household know what to do in particular disaster situations and how to be prepared in advance. A functional Household Emergency Plan helps alleviate fears about potential disasters, makes actual disaster situations less stressful, and saves precious time in the face of disasters.

You can find an example of a Household Emergency Plan on the Get Thru website, [www.getthru.govt.nz](http://www.getthru.govt.nz), on the 'downloads' page.

### **What to tell children**

Parents and caregivers should:

- Tell children that a disaster is something that happens that could hurt people, cause damage, or cut off essential services such as water, telephones, or electricity. Explain to them that nature sometimes provides "too much of a good thing" – fire, rain, wind, snow. Talk about typical effects that children can relate to, such as loss of electricity, water, and telephone service.
- Give examples of several disasters that could happen in your community. Help children recognise the warning signs for each. Discussing disaster ahead of time reduces fear and anxiety and lets everyone know how to respond.
- Suggest that parents have a look at the What's The Plan Stan? ([www.whatstheplanstan.govt.nz](http://www.whatstheplanstan.govt.nz)) information about hazards in New Zealand and what to do. This resource is used by teachers in New Zealand schools and has been written for a younger (8-12 years old) audience. It presents information in a user-friendly language aimed specifically at a younger audience.

### **What to tell children (continued)**

- Be prepared to answer children's questions about scary things that they have heard about or seen on television, such as earthquake or tsunami damage. Give constructive information about how to be prepared to protect themselves and how to respond.
- Teach children how and when to call for help. Teach them to call 111 or your local emergency telephone number. At home, post emergency numbers by all telephones and explain when to call each number. Include the work numbers and cell phone numbers of household members. Even very young children can be taught how and when to call for emergency assistance. If a child cannot read, make an emergency telephone number chart with pictures or icons for 111, "daddy," and "mummy" that may help the child identify the correct number to call.
- Tell children that in a disaster there are many people who can help them. Talk about ways that an emergency manager, police officer, fire-fighter, teacher, neighbour, doctor, or utility worker might help after a disaster.
- Teach children to call your out-of-town contact in case they are separated from the family and cannot reach family members in an emergency. Tell them, "If no one answers, leave a voice message if possible and then call the alternative contact." Help them memorize the telephone numbers, and write them down on a card that they can keep with them.
- Quiz children every six months so they will remember where to meet, what telephone numbers to call, and safety rules.
- Explain that when people know what to do and practice in advance, everyone is able to take care of themselves better in emergencies. Tell them that is why you need to create a Household Emergency Plan.
- Allay children's fears by emphasizing that, in an emergency, a parent or caregiver will be there to help.
- Many children now carry cell phones. Teach them how to include an ICE (In Case of Emergency) number on their cell phone, explain why there could be times when others may need to know how to contact mum or dad in an emergency.

### CORE ACTION MESSAGES

- ▶ Find out what could happen.
- ▶ Create a Household Emergency Plan.
- ▶ Complete a Household Emergency Checklist and put together your Emergency Survival Items.
- ▶ Have a Getaway Kit.
- ▶ Practice your plan and keep it up-to-date.

For general preparedness:

1. Every household should create and practice a Household Emergency Plan.
2. Every household should have Emergency Survival items/Emergency Survival Kit at home to be able to look after themselves for at least three days.
3. Every household member should have a Getaway Kit with the essential items in case they have to leave home in a hurry or have to evacuate.
4. In addition, every household should take precautions specific to the types of disasters that could affect the local community and plan for and practice what to do when these disasters occur.

### Find out what could happen to you

By learning what emergencies could occur in your community and what your risks may be (for example, living in a floodplain or near a volcano), you can prepare for the emergencies most likely to occur in your area. You should be prepared wherever you may be in case disaster strikes and learn steps you can take to prevent or avoid disasters.

Learn more by contacting your civil defence emergency management office at the nearest local council. Be prepared to take notes.

Ask the following questions:

5. What types of emergencies are most likely to happen in your community?
6. What types of human-caused or technological emergencies could affect your region? Ask about chemical emergencies, which can occur anywhere chemical substances are stored, manufactured or transported.
7. Find out if your home, farm or business is in a floodplain.
8. How should you prepare for natural and human-caused emergencies?
9. What can you do to protect your household and avoid or reduce the impact of the emergencies?

### **Find out what could happen to you (continued)**

10. Call your local council/civil defence emergency management and find out:
  - Does your community have a public warning system?
  - How will your local radio and television stations alert the community if there is an emergency?
  - What do your community's warning signals sound like and what should you do when you are notified?
11. If you care for young or elderly people or people with disabilities, how can you help them in an emergency situation? What might be some special needs to consider?
12. What about animal care after an emergency? Pets (other than service animals) usually are not permitted in public shelters or other places where food is served. Where could you take your pets if you had to go to a public shelter? Have you adequately planned and provided for livestock?
13. Find out about the emergency plans at your workplace, your children's school or day care centre, and other places where members of your family spend time.

For information on emergency preparedness see the inside back cover of the Yellow Pages or visit [www.getthru.govt.nz](http://www.getthru.govt.nz).

### **Create a Household Emergency Plan**

You can adapt the Household Emergency Plan to any household – couples, related or unrelated individuals, adults without children, adults with children. Even people who live alone should create a Household Emergency Plan

Once you know what emergencies are possible in your area, have a household meeting to talk about how to prepare and how to respond if an emergency should occur. Plan to share responsibilities and to work together as a team.

14. Know what to do in case household members are separated in an emergency. Emergency situations are stressful and can create confusion. Keep it simple.
15. Pick two places to meet:
  - Right outside your home in case of a sudden emergency, like a fire.
  - Outside your neighbourhood in case you cannot return home or are asked to leave your neighbourhood.
16. Pick two out-of-town contacts:
  - A friend or relative who will be your household's primary contact.
  - A friend or relative who will be your household's alternative contact.

Both adults and children should know the primary and alternative contacts' names, addresses, and home and cell telephone numbers, or carry the information with them. In addition, include these contact numbers on your pet's identification tags, or add to the microchip related information so that someone could call to report finding your pet.

### **Create a Household Emergency Plan (continued)**

Add an ICE (In-Case-of-Emergency) number to the contact list in your mobile phone.

Separation is particularly likely during the day when adults are at work and children are at school. If household members are separated from one another in a disaster, they should call the primary contact. If the primary contact cannot be reached, they should call the alternative contact. Plan where to meet if phone lines are disrupted.

Make sure that adults and children know how to tell the contact where they are, how to reach them, and what happened or to leave this essential information in a brief voice mail.

When creating your Household Emergency Plan you should also:

17. Discuss what to do if a family member is injured or ill.
18. Discuss what to do if authorities advise you to shelter-in-place. (**See** Evacuation, Sheltering-in-place and Post-Emergency Safety)
19. Discuss what to do if authorities advise you to evacuate. Learn about public shelter locations in your community. Make “in-case-of-evacuation” arrangements for a place to stay with a friend or relative who lives out of town or with a hotel, motel, or campground you are familiar with that can be reached by an evacuation route you would expect to take.
20. Be familiar with evacuation routes. Plan several evacuation routes in case certain roads are blocked or closed. Remember to follow the advice of local officials during evacuation situations. They will direct you to the safest route; some roads may be blocked or put you in further danger.

### **Complete a Household Emergency Checklist**

You can download a checklist from the ‘downloads’ page on [www.getthru.govt.nz](http://www.getthru.govt.nz).

Complete a household emergency checklist that includes the following information and ensures you take the following actions:

21. Emergency services telephone numbers (fire, police, council/civil defence emergency management office, ambulance, etc.). Farmers should also include emergency numbers for vets, local livestock transport companies, alternative powers supply equipment, Local Rural Support Trust etc. You may not have time in an emergency to look up critical numbers.
22. Teach all responsible members of the household how and when to turn off the water, gas, and electricity at the main switches or valves. Turn off utilities only if you suspect a leak or damaged lines, or if you are instructed to do so by authorities. If you turn the gas off, you will need a professional to turn it back on. Become familiar with the location and operation of shut-off valves. Do not actually turn any valve unless it is a real emergency. Place a tag on shut-off valves to make them easier to identify.
23. If you need them, make sure that you have necessary tools in a conspicuous place close to the gas and water shut-off valves.

### **Complete a Household Emergency Checklist (continued)**

24. Check if you have adequate insurance coverage. Ask your insurance agent to review your current policies to ensure that they will cover your home/business and belongings adequately. If you are a tenant, your landlord's insurance does not protect your personal property; it only protects the building.
25. A tenant's insurance pays if a tenant's property is damaged or stolen. Contact your insurance agent for more information.
26. If you are especially vulnerable to floods, consider relocating.
27. Be sure to have working smoke alarms and carbon monoxide (CO) alarms in your home (For more information about fire safety visit: [www3.fire.org.nz/fire-safety/index.php](http://www3.fire.org.nz/fire-safety/index.php)).
28. Consider equipping your home with alternative heating sources, such as fireplaces, wood- or coal-burning stoves, or patio heaters. This is particularly important in isolated rural areas. Be sure all heating sources are installed according to local codes and permit requirements and are clean and in working order. (For more information about fire safety visit: [www3.fire.org.nz/fire-safety/index.php](http://www3.fire.org.nz/fire-safety/index.php)).
29. Get training from the fire service in how to use your fire extinguisher, and show household members where extinguishers are kept. Different extinguishers operate in different ways. Make sure that responsible members of the household know how to use your particular model. There is no time to read directions during an emergency. Only those trained in correct usage should handle and use extinguishers (For more information about fire safety visit: [www3.fire.org.nz/fire-safety/index.php](http://www3.fire.org.nz/fire-safety/index.php)).
30. Conduct a home hazard hunt. During an emergency, ordinary objects in your home can cause injury or damage. Anything that can move, fall, break, or cause a fire is a home hazard. For example, during an earthquake or a tornado, a hot water heater or a bookshelf could turn over or pictures hanging over a couch could fall and hurt someone. Look for electrical, chemical, and fire hazards. In your hazard hunt, include your barns, outbuildings, or any other structures that house animals. Be aware of hazards your pets are exposed to at nose and paw or hoof level, particularly debris, spilled chemicals, fertilizers, and other substances that may not seem to be dangerous to humans.
31. Keep weed-killers, insecticides and other chemicals above your estimated high-water mark for flooding and also away from the reach of children.
32. Contact your local fire station to learn about home fire hazards. Inspect your home at least once a year and fix potential hazards.
33. Make sure your fences are sound and positioned to allow grazing animals to move to high ground in the event of flooding.
34. Consider your need to add physical protection measures to your home or critical buildings. Ensure your roof is tied to the main frame of your house securely with metal straps for protection in case of cyclones or tornadoes; ensure your house or critical buildings is bolted to the foundation to reduce earthquake damage; or take other measures you may find on [www.eq-iq.co.nz](http://www.eq-iq.co.nz). Ensure that access and evacuation are manageable for elderly members of your household or those with disabilities.

### Assemble Emergency Survival Items

35. (**See** Emergency Survival Items section). In most emergencies you should be able to stay at home or at your workplace. In this situation you may have to rely on your Emergency Survival Items. Place your Emergency Survival Items somewhere that is easy to get to and make sure everyone in the house knows where they are kept. If you keep some of your emergency survival items in the house for everyday use make sure you know where to find them quickly when an emergency occurs. Keep an emergency kit in your vehicle and at work.
36. Ensure everyone has a Getaway Kit with essential items at home and at work should you have to leave in a hurry (**see** Emergency Survival Items section).
37. Keep a portable, battery-operated radio and extra batteries in your Getaway Kit. Maintaining a communication link with the outside is a step that can mean the difference between life and death. Make sure that everyone knows where the portable, battery-operated radio is located, and always keep a supply of extra, fresh batteries.
38. Take a first aid and CPR class and have other household members take one too. You will learn basic safety measures and skills that can be indispensable in an emergency. These classes can be fun for older children.
39. Plan home escape routes. Determine the best escape routes from inside your home in case a fire or other emergency requires you to leave the house quickly. Find two ways out of each room if possible.
40. Find the safe places in your home for shelter during different types of disaster. Certain disasters require specific types of safe places. In this guide, safe places recommended for a particular type of disaster are discussed in the chapter covering that disaster.
41. Make a complete inventory of your home, garage, critical buildings, and surrounding property. The inventory can be written or videotaped. Include information such as serial numbers, make and model numbers, physical descriptions, and what you paid (receipts, if possible). This inventory could help you prove the value of what you owned if your possessions are damaged or destroyed. Do this for all items in your home, on all levels.
42. Keep the originals of important documents in a safe deposit box, if possible, and make two copies of each document. Keep one set of copies in a waterproof, fire-resistant, portable container in your home and give the other set of copies to an out-of-town relative or friend. Important documents include:
  - Wills, insurance policies, contracts, deeds, vehicle titles, shares and bonds
  - Passports, driver's licenses, work ID badges, immunization records
  - List of bank account names and numbers and credit card names and numbers
  - Inventory of valuable household goods
  - Important telephone and cell phone numbers
  - Family records (birth, marriage, adoption, and death certificates)
  - For your pets, vaccination and veterinary records, photographs showing your pet clearly (best with you in the photos), and any other special records

### Practice and maintain your plan

43. Practicing your plan will help you respond appropriately and quickly during an actual emergency. To make sure your household is ready for disaster:
  - Review your Household Emergency Plan and check your Emergency Survival Items at least every six months. You may need to update them.
  - Observe the expiration and/or “use by” date on stored food and water. If you have prepared your own containers of water, replace them every twelve months/six months to ensure freshness.
44. Conduct fire and emergency evacuation drills at least twice a year.
  - At home, practice escaping from various rooms, particularly bedrooms, and meeting at the place you have selected right outside your home.
  - Have each driver actually drive evacuation routes so each will know the way. Select alternative routes and familiarise drivers with them in case the main evacuation route is blocked during an actual disaster.
  - Mark your evacuation routes on a map and keep the map in your Getaway Kit. Remember to follow the advice of disaster officials during an evacuation. They will direct you to the safest route, away from roads that may be blocked or put you in further danger.
45. Include your pets in your evacuation and sheltering drills. Practice evacuating your pets so they will get used to entering and travelling calmly in their carriers. If you have horses or other large animals, be sure that they are accustomed to entering a trailer. Practice bringing your pets indoors, into your safe room, so that if you are required to shelter-in-place, they will be comfortable.
46. Use the test button to test your smoke alarms once a month. The test feature tests all electronic functions and is safer than testing with a controlled fire (match, lighter, or cigarette). If necessary, replace batteries immediately. Vacuum cobwebs and dust from the mechanisms once a month. Make sure your children know what your smoke alarm sounds like.
47. Replace batteries at least once a year in battery-powered smoke alarms. You may have heard it recommended that you replace batteries when the time changes from standard to daylight savings time each spring and then back again in the fall: “Change your clock, change your batteries.” Pick an easy-to-remember anniversary, such as your birthday or a national holiday, as the day to change the batteries each year.
48. Replace your smoke alarms every 10 years. Smoke alarms become less sensitive over time.
49. Look at your fire extinguisher to ensure that it is properly charged. Fire extinguishers will not work properly if they are not properly charged. Use the gauge or test button to check that there is proper pressure. Follow the manufacturer’s instructions for replacing or recharging fire extinguishers. If the unit is low on pressure, damaged, or corroded, replace it or have it professionally serviced.

**For people with disabilities**

**CORE ACTION MESSAGES**

- ▶ **If you or anyone in your household has a disability or a mobility problem, make special plans.**

If you have a disability or a mobility problem, you should consider adding the following steps to your emergency preparations:

50. Create a network of relatives, friends, or co-workers to assist in an emergency. If you think you may need assistance in a disaster, discuss your disability with relatives, friends, or co-workers and ask for their help. For example, if you need help moving or help getting necessary prescriptions, food, or other essentials, or if you require special arrangements to receive emergency messages, make a plan with friends or helpers. Make sure they know where you keep your Emergency Survival Items. Give a key to a neighbour or friend who may be able to assist you in a disaster.
51. Maintain a list of important items and store the list with your Emergency Survival Items. Give a copy to another member of your household and a friend or neighbour. Important items might include:
  - Special equipment and supplies, for example, hearing aid batteries.
  - Current prescription names, sources, and dosages.
  - Names, addresses, and telephone numbers of doctors and pharmacists. If you get prescriptions by mail, confirm where you will be able to get them locally in an emergency.
  - Detailed information about the specifications of your medication or medical regimen, including a list of things incompatible with medication you use, for example, aspirin.
52. Contact your local civil defence emergency management office for further information on how you can prepare. Local civil defence emergency management offices may maintain registers of people with disabilities and their needs so they can be located and assisted quickly in a disaster.
53. Wear medical alert tags or bracelets to identify your disability in case of an emergency. These may save your life if you are in need of medical attention and unable to communicate.
54. Know the location and availability of more than one facility if you are dependent on a dialysis machine or other life-sustaining equipment or treatment. There may be other people requiring equipment, or facilities may have been affected by the disaster.
55. Store a writing pad and pencils in your Emergency Survival Items and your Getaway Kit to allow you to communicate with others.
56. Keep a torch handy to signal your whereabouts to other people and for illumination to aid in communication.

**If you have a severe speech, language, or hearing disability**

57. Remind friends that you cannot completely hear warnings or emergency instructions. Ask them to be your source of emergency information as it comes over the radio.
58. If you have a hearing ear dog, be aware that the dog may become confused or disoriented in an emergency. Store extra food, water, and supplies for your dog. Trained hearing ear dogs will be allowed to stay in emergency shelters with their owners. Check with local emergency management officials for more information.

### **If you have a service animal**

59. Be aware that the animal may become confused or disoriented in an emergency. Changes that occur during emergencies may often mask or confuse scent markers that are part of your service animal's normal means of navigation.
60. If you are blind or visually impaired, keep extra canes placed around your home and office, even if you use a guide dog.
61. If you have a guide dog, train the dog to know one or two alternate routes out of your home or office. A guide dog familiar with the building may help you and others find a way out when no one else can see.
62. Be sure your service animal has identification and your phone numbers attached to its collar, including emergency contact information through a national pet locator service, or a microchip.
63. Have a complete pet disaster kit with food and water, medical records and identification, bowls, extra leash, a favourite toy, and a pet first aid kit. (**See** Emergency Survival Items section)
64. Trained service animals will be allowed to stay in emergency shelters with their owners. Check with your local emergency management office for more information.

### **If you use a wheelchair**

65. Show friends how to operate your wheelchair or help you transfer out of your chair so they can move you quickly if necessary.
66. If you use a power wheelchair, make sure friends know the size of your wheelchair, in case it has to be transported, and know where to get a battery if needed.
67. Inquire about emergency equipment that would make it easier for others to help you get out if you live or work in a high-rise building and might have to evacuate via a stairwell. Make arrangements with others to be carried out, if necessary, and practice doing that.

### **Listen to the advice of local officials**

People with disabilities have the same choices as other community residents about whether to evacuate their homes and where to go when an emergency threatens. Decide whether it is better to leave the area, stay with a friend, or go to a public shelter. Each of these decisions requires planning and preparation.

### Plan for your pets and animals

#### CORE ACTION MESSAGES

- ▶ **Know in advance how to care for your pets and animals in a disaster situation. They are your responsibility.**

If you have pets or animals, you should

68. Take your pets with you if you evacuate. If it is not safe for you, it is not safe for them. Leaving them may endanger you, your pets, and emergency responders.
69. Plan in advance where you will go if you evacuate, as pets (other than service animals) are usually not allowed in welfare or evacuation centres. Some communities have established sheltering options for pets. Contact your local civil defence emergency management office and SPCA to see if there are any emergency animal shelters in your community or along your evacuation route. However, this should be your last resort as shelters have limited resources.
70. Contact hotels and motels outside your immediate area to check their policies on accepting pets and restrictions on the number, size, and species. Ask if “no pet” policies could be waived in an emergency.
71. Ask friends, relatives, or others outside your area if they could shelter your animals. If you have two or more pets, they may be more comfortable if kept together, but be prepared to house them separately.
72. Prepare a list of boarding facilities and veterinarians who could shelter animals in an emergency; include 24-hour telephone numbers. Ask local animal shelters if they provide emergency shelter or foster care for pets in a disaster situation. Animal shelters may be overburdened, so this should be your last resort unless you make such arrangements well in advance.
73. Keep a list of “pet friendly” places, including their telephone numbers, with other disaster information and supplies. If you have notice of an impending disaster, call ahead for reservations. Hotels and motels with “no-pet” policies may waive these policies during a disaster, particularly if the pet is housed in a carrier. Contact establishments along your evacuation route to see if they will waive “no-pet” rules, and make sure you have adequate facilities and supplies for your pets.
74. Carry pets in a sturdy carrier. Animals may feel threatened by some disasters, become frightened, and try to run. Being in its own carrier helps reassure a pet.
75. Have identification, collar, leash, and proof of vaccinations for all pets. At most locations, you may need to provide veterinary records before boarding your pets. If your pet is lost, identification will help officials return it to you. Microchip your dogs.
76. Assemble a portable pet emergency survival kit. Keep food, water, and any special pet needs in an easy-to-carry container.
77. Have a current photo of your pets in case they get lost.

### **Plan for your pets (continued)**

78. Create a plan in case you are not at home during an emergency to ensure that someone takes care of your pets, even evacuating them if necessary. The plan should include these elements:
  - Give a trusted neighbour the key to your home and instructions, as well as your daytime (work or school) contact information.
  - Make sure the neighbour is familiar with your pets and knows the location of your pet emergency kit.
  - Make sure the neighbour listens to a local radio or television station for emergency information and puts your shelter-in-place or pet evacuation plan into action.
  - Have a plan to communicate with your neighbour after the event. You will want to arrange a meeting place in a safe area so you can be reunited with your pets.
79. Contact your local civil defence emergency management office, SPCA and animal control agency to see if your community has sheltering options for animals and for families with pets. If not, learn more about emergency animal shelters and volunteer to include this option in local disaster preparedness efforts.
80. Have a domestic animal and livestock emergency plan for events that are likely to occur in your area. Include knowing which paddocks to move livestock to keep them out of harm. Ensure they have adequate water and food and will be regularly checked. If you are on a dairy farm think about back-up plans, particularly if there is no power for the milking shed, effluent, water pumps, or electric fences. Livestock remain the responsibility of the owner.

## Household emergency plan general information

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### Media and community preparedness ideas

81. Work with local print, radio, and television reporters to:
  - Get the word out about how to make a Household Emergency Plan and how important it is for each household to have one and to keep it up to date.
  - Publicise information on how people with mobility impairments or disabilities should plan for a disaster.
  - Help the reporters to localise the information by providing them with the local emergency telephone number for the fire, police, and emergency medical services departments (111) and emergency numbers for the local utilities and hospitals. Also provide the business telephone numbers for the local emergency management office.
82. Work with officials from the local fire, police, and emergency medical services; utilities; hospitals; and civil defence emergency management office to prepare and disseminate guidelines for people with mobility impairments about what to do if they have to evacuate.
83. Within neighbourhood organisations introduce disaster preparedness activities that help people think about how they can prepare for a disaster, stay safe during a disaster, and help each other should a disaster occur. For example:
  - Encourage neighbourhood residents to prepare Household Emergency Plans and keep them up to date.
  - Encourage neighbourhood residents to create Emergency Survival Items in their homes and keep them up to date.
  - Encourage neighbourhood residents to plan how they could work together after a disaster until help arrives. Have them also consider ways they can cooperate with each other during recovery. Working with neighbours can save lives and property.
  - Encourage neighbourhood residents to develop Community Response Plans.
  - Encourage neighbourhood residents to consider a street barbeque or gathering once a year to get to know their neighbours. It can be an ideal opportunity to meet others on the street and update contact details.
84. Check with your local New Zealand Fire Service station, or civil defence emergency management office whether training is offered for interested residents.
85. Create a neighbourhood map with names and home and cell phone numbers next to each address so neighbours can contact each other in an emergency.
86. Encourage people to find out their neighbours' special skills (for example, medical, technical) and consider how they could help in an emergency situation.
87. Identify elderly and disabled people in the neighbourhood, single parents with young children, or others who might need help. Determine how neighbours can help them if a disaster threatens (transportation, securing the home, getting medications, etc.).
88. Encourage parents to make plans with neighbours for child care in case parents cannot get home in an emergency situation.

### Media and community preparedness ideas (continued)

89. Have a livestock emergency plan for events that are likely to occur in your area. Include knowing which paddocks to move livestock to keep them out of harm. Ensure they have adequate water and food and will be regularly checked. If you are on a dairy farm think about back-up plans, particularly if there is no power. Also think about other domestic animals such as poultry, pigs, and farm dogs. Livestock remain the responsibility of the owner.
90. Ensure you have a list of emergency contacts such as your vets, power company, electrician, shed technician, supply company, and your Local Rural Support Trust

### Useful links

- [www.bopcivildefence.govt.nz/be-prepared/Disabilities](http://www.bopcivildefence.govt.nz/be-prepared/Disabilities)
- [www.rural-support.org.nz/](http://www.rural-support.org.nz/)
- [www.maf.govt.nz/mafnet/rural-nz/adverse-events/](http://www.maf.govt.nz/mafnet/rural-nz/adverse-events/)