Please review with family, friends, co-workers and attach to the inside of a pantry door, kitchen cabinet, bulletin board.

WHAT YOU CAN DO IN KITSAP.

Since 9/11, people across America are asking, 'What can I do, how can I help?' and since that fateful day, America has mobilized. The Department of Emergency Management and its partnering agencies have formed the Kitsap County Citizen Corps with hundreds of opportunities to serve, at all levels. There are things everyone can do and job #1 is to begin at home, to make the preparations that enable you to go out and help others.

Please take a few minutes to review both sides of this sheet, share it with family, friends, neighbors, co-workers and then post it in a prominent place at home and at work.

Brought to you by the: Kitsap County Department of Emergency Management

BECOME A VOLUNTEER

with the Kitsap County Department of Emergency Management

☐ ADMIN/SUPPORT PROFESSIONAL

Includes assisting with a variety of management and support staff functions. Skills include education, department and administration roles. Support functions are also needed such as office/clearical funtions. Trainers are also needed to teach communities, schools and businesses how to prepare for and respond to emergencies.

☐ MEDICAL RESERVE CORPS

The mission is to allow local volunteer medical and health professionals to contribute their skills and expertise throughout the year as well as during times of community need. Our Medical Reserve Corps unit is made of medical and health care volunteers who can assist our community during emergencies, such as an major disaster, pandemic or other medical/health care emergency.

☐ SAFETY & SECURITY SEARCH & RESCUE

Volunteers will enable local law enforcement and fire officials to focus on responding to emerengcy situations by providing supplemental and/or support services, such as administrative assistance or citizen patrols. Volunteers are needed for a variety of tasks including: community outreach, search and rescue, amateur radio operators, transportation and other tasks.

For more information about becoming a volunteer with KCDEM, please visit our website at **www.kitsapdem.org.**

WHAT YOU CAN DO AT HOME

Here are some other things you can do right now to be safer in your home!

- ☐ Check and change the batteries in your smoke alarms and replace all alarms that are more than 10 years old.
- ☐ Make sure you know where your local fire department, police station, and hospital are located and post a list of emergency phone numbers near all the telephones in your home.
- ☐ Organize and practice a family fire drill – make sure your children know what your smoke detector sounds like and what to do if it goes off when they are sleeping.
- ☐ Locate the utility mains for your home and be sure you know how to turn them off manually: gas, electricity, and water.
- ☐ Create an emergency plan for your household, including your pets. Decide where your family will meet if a disaster does happen: **1)** right outside your home in case of a sudden emergency, like a fire and **2)** outside your neighborhood in case you can't return home – ask an out of town friend to be your "family contact" to relay messages.
- ☐ Prepare a 3-day disaster supply kit, complete with flashlights, batteries, blankets, and an emergency supply of water and food (and pet food!).
- ☐ Plan to hold a Neighborhood Watch meeting – your local Sheriffs' office or police station can help you get started.
- ☐ Check the expiration dates of all over-the-counter medications – discard all that are expired and replace any that are routinely needed.
- ☐ Make sure all cleaning products and dangerous objects are out of children's reach.
- ☐ Plan to sign up for a first aid and CPR training course. Call your local American Red Cross chapter or fire department to ask about courses in your area.
- ☐ Visit with your neighbors and discuss how you would handle a disaster in your area. Talk to neighbors with special needs and help them become safer too. Sign up your neighborhood for disaster training through our K-PREP (Kitsap Practices Responsible Emergency Preparedness) program.

WHAT YOU CAN DO AT WORK

- ☐ Keep phone lists of your key employees and customers with you, and provide copies to key staff members.
- ☐ Encourage employees to have emergency supply kits in their cars, office, and homes. Employees should have extended-hour childcare arrangements in case a disaster occurs and they need to stay at work.
- ☐ If you have a voice mail system at your office, designate one remote number on which you can record messages for employees. Provide the number to all employees.
- ☐ Install emergency lights that turn on when the power goes out. They are inexpensive and widely available at building supply retailers.
- ☐ Back up computer data frequently throughout the business day. Keep a backup tape off site.
- ☐ Use UL-listed surge protectors and battery backup systems. They will add protection for sensitive equipment and help prevent a computer crash if the power goes out.
- ☐ Purchase a NOAA Weather Radio with a tone alert feature. Keep it on and when the signal sounds, listen for information about severe weather and protective actions to take.
- ☐ Stock a minimum supply of the goods, materials and equipment you would need for business continuity.

Keep emergency supplies handy, including:

- ☐ Flashlights with extra batteries.
- ☐ First aid kit.
- ☐ Tools.

**Food and water for employees and customers to use during a period of unexpected confinement at your business, such as if a tanker truck over-turned nearby and authorities told everyone in the area to stay put for an extended period.*

KCDEM
Kitsap County Department of Emergency Management

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Please visit our Web site at **WWW.kitsapdem.org**