

If told to **evacuate**, instead of sheltering-in-place, you should:

1. Leave as soon as practical.
2. If you do not have a means of evacuating, contact your local emergency services.
3. Pack fast and lightly.
4. Take your identification, keys, pets, medicines, and emergency phone numbers with you.
5. Check on any neighbors whom you believe would have trouble evacuating.
6. Make sure your home is locked and all lights off.

A Quick Guide To Sheltering-in-Place

In some emergency situations, the safest thing to do is shelter-in-place. This is a temporary measure until a danger passes. **If the need arises for you to shelter-in-place, you will be told to do so by emergency officials.**

This action is different than evacuation. If told to do evacuate, always do so promptly.

ACTIONS YOU SHOULD DO NOW:

Make a basic emergency kit.

Learn what radio station covers your area and have a battery operated radio in the house.

Decide on an emergency contact person you can use outside of your local area, and let relatives know.

My emergency contact outside the area is:

Name: _____ ph: # _____

This guide was developed by the Two Rivers-Ottawaquechee Regional Commission with HMEP funds from the Vermont State Emergency Response Commission and based on guidance from the American Red Cross, CDC, NICS, and OSHA found at:

www.redcross.org/services/disaster/beprepared/shelterinplace.html

www.nicsinfo.org/ShelterInPlace.htm

www.bt.cdc.gov/planning/shelteringfacts.asp

www.osha.gov/SLTC/etools/evacuation/shelterinplace.html

This document is available as an Adobe Acrobat PDF download at:

www.trorc.org/em_prep.html#ifp

Quick Guide to Sheltering-in-Place

Sheltering-in-place is a temporary measure that may be ordered by emergency officials until a danger passes.

Emergencies when you may be directed to do this include:

- A hazardous gas in the area
- A dangerous person in the area
- Extreme weather that makes travel or being outdoors dangerous
- A radiation leak
- When there is not enough time to safely evacuate

The basic concept behind sheltering-in-place is to put barriers between yourself and the danger, while still maintaining safety and communications.

The best room in a building to use for sheltering-in-place is an interior room with as few windows and doors as possible, preferably with a TV, phone, and an adjacent bathroom. If the danger is a hazardous gas, you should also use an upper floor if available. In high winds, stay low and away from windows.

If you have a disaster kit, bring it into this room.

Basic items in a disaster kit include:

- a first aid kit
- any medicines you need often
- non-perishable food that does not require cooking
- bottled water
- a flashlight with extra batteries
- a battery-powered radio with batteries

Every situation can be different, so local emergency personnel might have special instructions for you to follow.

In general, if told to shelter-in-place, do the following:

1. Go inside as quickly as possible, bringing any pets indoors
2. Close ALL doors and windows.
3. *If there is time*, lock all windows and close blinds and shades.
4. Lock doors if advised to do so.
5. Turn OFF air conditioners, furnaces, and fans.
6. Do not use gas stoves, candles, or other fire sources due to the dangers of carbon monoxide.
7. Turn ON a TV or radio so you can hear emergency messages.
8. Use the phone only for emergencies.
9. Leave the shelter when told it is safe to do so, or if told to evacuate.
10. Do not travel. If already in a car, turn off heat/AC and close windows and vents in order to reduce air infiltration, and proceed as directed to either leave the area or to seek the closest sturdy building.

Sheltering-in-place is NOT a substitute for evacuation. It is a different action that emergency directors can decide is safer. **Always evacuate if told to do so.** Delaying an evacuation endangers you and emergency workers.