

Prepared by:

Washington County/Johnson City  
Emergency Management Agency  
601 E. Main Street  
Johnson City, TN 37601  
423-434-6081/423-434-6082



*Building a Disaster Resistant Community*

# ***READY***

## **WASHINGTON COUNTY**

“PLAN TODAY **BE PREPARED** FOR TOMORROW”



A RESOURCE FOR WHAT TO DO IN AN

## **EMERGENCY**

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### **A HOUSEHOLD PREPAREDNESS GUIDE**

- WHAT TO HAVE IN YOUR HEAD
- WHAT TO HAVE IN YOUR HAND
- WHAT TO HAVE IN YOUR HOME

Dear Citizens,

Washington County and Johnson City have worked hard to prepare for emergencies. Along with the county/city government; schools, businesses and non-profit organizations plan and drill regularly. Although the county/city can respond to disasters, only you can prepare yourself and your household for emergencies. As you read this guide, you will see how easy it is to prepare.

Ready Washington County describes many emergencies we could face and provides IMPORTANT information on how to prepare and respond. This advice can help you and your household take control in the event of a disaster.

Please carefully read this guide and keep it close at hand. Being prepared for an emergency is as simple as planning ahead. Make sure everyone in your home works together to make a plan, gather emergency supplies, and understand the hazards they may face. Learn how your household can take control in an emergency. Share this information with your family, friends and neighbors.

**BE READY! BE PREPARED!**

Sincerely,  
  
Mayor of Washington County

**NOTES:**

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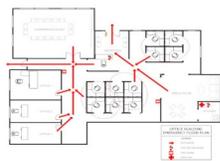
**PREPAREDNESS BASICS**

**DISASTER PLAN CHECKLIST**

Develop and practice a disaster plan with your household members to prepare for what to do, how to find each other, and how to communicate in an emergency.



- Decide where your household will reunite after a disaster. Identify two places to meet: one near your home and another outside your immediate neighborhood, such as a library, community center, or a friend’s house.
- Practice using all possible exit routes from your home and neighborhood.
- Designate an out-of-state friend or relative who household members can call if separated during a disaster. If phone circuits are busy, long-distance calls may be easier to make. This out-of-state contact can help you communicate with others.
- Account for everybody’s needs, especially seniors, people with disabilities, children, and non-English speakers.
- Buy the right insurance. If you rent your home, renter’s insurance will insure the items inside your dwelling. If you are a homeowner, make sure your home is properly insured—flood and wind damage are not covered in a basic homeowner’s policy.
- Familiarize yourself with the emergency plans of buildings you visit often, such as your workplace and your child’s school or daycare.



**YOUR CONTACT & PLAN INFORMATION**

**Name (s) & Date (s) of Birth:**

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**Work/School/Other Address & Telephone Numbers:**

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**Business/School/Other Evacuation Locations:**

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**Homeowner's/Rental Insurance:**

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**Home Meeting Place:**

**Neighborhood Meeting Place:**

**Out-of-State Contact:**

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**MEDICAL INFORMATION**

**Medical Insurance:**

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**Policy Number:**

**Doctor Names & Numbers:**

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**Pharmacist & Number:**

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**MORE RESOURCES**

**Washington County/Johnson City  
Emergency Management Agency**  
601 E. Main Street  
Johnson City, TN 37601  
423-434-6081/423-434-6082

**Federal Emergency Management Agency (FEMA):**  
[www.fema.gov](http://www.fema.gov)

**U.S. Department of Homeland Security:**  
800-BE-READY (800-237-3239) or [www.ready.gov](http://www.ready.gov)

**Ready Kids (U.S. Department of Homeland Security):**  
[www.ready.gov/kids](http://www.ready.gov/kids)

**Tennessee State Emergency Management Agency (TEMA):**  
615-741-0001 or [www.tn.gov](http://www.tn.gov)

**National Weather Service:**  
[www.weather.gov](http://www.weather.gov)

**NOAA All Hazards Radio:**  
[www.nws.noaa.gov/nwr](http://www.nws.noaa.gov/nwr)

**U.S. Centers for Disease Control & Prevention:**  
800-311-3435 or [www.cdc.gov](http://www.cdc.gov)

**U.S. Department of Energy:**  
800-DIAL DOE (800-342-5363) or [www.energy.gov](http://www.energy.gov)

**U.S. Environmental Protection Agency:**  
800-424-8802 or [www.epa.gov](http://www.epa.gov)

**CONTACTING THE CITY/COUNTY****911: Emergencies**

Call **9-1-1** when you are in immediate danger or witness a crime in progress. Call **9-1-1** if you have a serious injury or life-threatening medical condition.

**Emergency Telephone Tips:**

- If you call **9-1-1**, specify the type of emergency (fire, medical, police) and be prepared to answer questions.
- During emergencies, use the telephone only when absolutely necessary.

**GO BAG CHECKLIST**

Every household member should assemble a Go Bag - a collection of items you can use in the event of an evacuation. Each Go Bag should be sturdy, lightweight and portable, such as a backpack. A Go Bag should be easily accessible and ready to go any time.

**Suggested items include:**

- Copies of your important documents in a waterproof and portable container (insurance cards, birth certificates, deeds, photo IDs, etc.)
- Extra sets of car and house keys
- Copies of credit and ATM cards and cash
- Bottled water and non-perishable food, like crackers or granola bars
- Flashlight
- Battery-operated AM/FM radio, and extra batteries
- Severe Weather Radio
- List of medications members of your household take and their dosages, or copies of all your prescription slips, with doctor's names and phone numbers
- First-Aid Kit
- Lightweight raingear and Mylar blanket
- Contact and meeting place information for your household, and small regional map
- Child care, pet, or other special items

**EMERGENCY SUPPLY KIT CHECKLIST**

Keep enough supplies in your home to survive for at least three days. Keep these materials in an easily accessible container.

**Suggested items include:**

- One gallon of drinking water per person per day
- Non-perishable, ready-to-eat canned foods and manual can opener
- First-Aid kit/Whistle
- Battery-operated AM/FM radio, and extra batteries
- Severe Weather Radio
- Iodine tablets or one quart of unscented bleach (for disinfecting water **ONLY** if directed to do so by health officials) and eye-dropper (for adding bleach to water)
- Child care, pet, or other special items

## EMERGENCY EVACUATION AND SHELTERING



## EVACUATION

In some cases, it may be necessary to leave your home or neighborhood. City officials will use direct warnings, TV, and radio to tell you when to evacuate. During a mandatory evacuation, the County/City highly recommends evacuees stay with friends or family outside the evacuated areas. Evacuation is used as a last resort when a serious threat to public safety exists.

**When you evacuate:**

- If there is time, secure your home. Close and lock windows and doors, and unplug appliances before you leave.
- Wear sturdy shoes and comfortable, protective clothing.
- Take your Go Bag.
- Do **NOT** use an elevator during emergencies unless directed to do so by emergency officials.
- REMEMBER**, evacuation routes change based on the emergency so stay tuned to the local news and radio stations.
- Go to the nearest safe place or shelter.



## GET INVOLVED



Once you and your family have taken steps to prepare, help others learn to prepare for and recover from emergencies.

**Become a Volunteer:**

- It is best to affiliate with a recognized disaster volunteer organization such as the Red Cross or the Salvation Army before a disaster happens.
- Before going directly to volunteer at a relief organization, hospital or disaster site after a disaster, **WAIT** for instructions from local officials, or check with specific organizations.
- Be patient. In the wake of a disaster, there are often many people waiting to volunteer. However, there may be a greater need for volunteers in the weeks and months after a disaster.

**Make a Donation:**

- Making a financial contribution to a volunteer agency involved in disaster relief is often the most sensible and efficient way of helping people in need after a disaster.
- Before donating any goods, including food or clothing, **WAIT** for instructions from local officials or check with a specific organization. Unneeded items overwhelm the recovery effort and may go to waste. people waiting to volunteer. However, there may be a greater need for volunteers in the weeks and months after a disaster.



**PET OWNERS**

For many people, pets are part of the family. They should be included in your emergency plans.

**Pet emergency planning tips:**

- Arrange for family or friends to shelter you and your pet in the event of an emergency.
- Identify a trusted friend, neighbor, or animal caretaker to look after your pet in case a disaster prevents you from returning home.
- See if your veterinarian, boarding kennel, or grooming facility provides shelter for animals during an emergency.
- Dogs and cats should wear collars, harnesses, rabies tags, and identification at all times.
- Know your pets' hiding places so you can easily find them in an emergency.
- When traveling, smaller animals should be transported in secure carriers.
- Assemble a pet Go Bag and add pet items to your Emergency Supply Kit. Include a current color photograph of you and your pet together, copies of medical records with vaccination dates, proof of ownership and identification, a collapsible cage, and a muzzle and leash.

**DISASTER SHELTERING**

For those who have no alternative place to stay, disaster shelters will be available. Shelter sites change based on the emergency, so stay tuned to the local news and radio stations for the latest information. Take your Go Bag to the shelter.

**Shelter basics:**

- Disaster shelters may be set up in schools, municipal buildings, and places of worship.
- If possible, bring clothing, bedding, and bathing supplies. Only water and basic food are provided.
- Alcoholic beverages, firearms, and illegal substances are **NOT** allowed in emergency shelters.

**SHELTERING IN PLACE**

In some emergencies you may be asked to stay where you are. This could be as simple as remaining inside while officials clear hazards from a nearby area, or you may be asked to close windows and turn off ventilation systems to block out contaminated air. When County/City officials advise you to shelter in place, act quickly and follow instructions.



Identify a room with few doors or windows to shelter in place. Ideally the room should allow at least 10 square feet per person.

**Once inside:**

- If there is time, close fireplace dampers, windows, and doors.
- When instructed by emergency officials, turn off ventilation systems and seal doors.
- Use your Emergency Supply Kit and Go Bag.
- Tune in to local radio or TV stations to receive updates.

**WINTER WEATHER/SEVERE WEATHER**

During severe weather, such as blizzards, thunderstorms, flash flooding, and tornadoes, stay updated by watching TV or listening to the radio. The National Weather Service provides forecasts, warnings and other weather information 24 hours a day. (Have a working Severe Weather Radio)

**When outdoors:**

- Dress warmly with layers and stay dry. Wear hats, scarves, and water repellent coats.
- Cover your mouth to protect your lungs from extremely cold air.
- Stretch before you do strenuous activity and drink plenty of water. Avoid overexertion while shoveling snow.
- Be sure to clear snow from your tail pipe before you start your car to prevent carbon monoxide poisoning.
- Carry a portable Severe Weather Radio.

**Safe Home Heating:**

- Use only portable heating equipment approved for indoor use.
- Do not use your stove or oven to heat rooms.
- Keep combustible materials, including furniture, drapes, and carpeting at least three feet away from the heat source. **NEVER** drape clothes over a space heater to dry.
- DO NOT** overload electrical circuits.

**Tips for enduring Severe Weather:**

- Secure outdoor objects such as lawn furniture or garbage cans that could blow away and cause damage or injury.
- Before potentially large storms, consider shutting off power and gas to prevent damage to your appliances.
- NEVER** touch or go near downed power lines, even if you think they are safe.

**MENTAL HEALTH**

Most people exposed to disaster will experience one or more normal stress reactions, which vary from person to person. Common reactions include: anger, fatigue, sleeplessness, nightmares, depression, inability to concentrate, or increased alcohol/drug use.

Children are particularly vulnerable to emotional stress after a disaster and may exhibit excessive fear of the dark or being alone. Their stress reactions vary depending on age. Encourage them to talk about their fears, listen without passing judgment, and emphasize that they are not responsible for what happened.

**To relieve emotional stress, mental health experts suggest you:**

- Talk about your feelings with family, friends, and neighbors. Sharing common experiences can help people overcome anxiety and feelings of helplessness.
- Get back into daily routines as soon as you can, try to maintain a healthy diet, and get plenty of sleep.
- Exercise daily.
- If you feel your reactions are lasting too long or getting worse



## SPECIAL CONSIDERATIONS



## SENIORS &amp; PEOPLE WITH DISABILITIES

Emergencies can present additional challenges for seniors and people with disabilities.

**If you or someone in your household has special needs:**

- Develop a disaster plan for every place where you spend time - at home, work, school, and in the community.
- Establish a personal support network with family, friends, neighbors, and coworkers and determine how you will help each other during an emergency.
- Document important health and life-saving information including medications and dosages, allergies, special equipment, medical insurance, medical providers, and emergency contacts. Give copies of this document to everyone in your support group.
- Evaluate your capabilities, limitations, needs, and surroundings to determine how these might change during an emergency.
- If you receive home-based care, include caregivers in your planning process.
- If you rely on medical equipment that requires electric power, contact your medical supply company and power provider for information regarding a back-up power source and the life-sustaining equipment customer listing.
- If you rely on delivered meals or have a special dietary needs, stock non-perishable food in case meal deliveries are suspended.
- If you have a pet or service animal, plan for his or her needs.

**Flash Floods:**

Are the #1 cause of deaths associated with thunderstorms.

- Avoid driving, walking, or swimming in flood waters.
- Stay away from high water, storm drains, ditches, ravines, or culverts.
- **DO NOT** let children play near storm drains.
- More than half of all flood-related drowning occur when a vehicle is driven into hazardous flood water.

***TURN AROUND, DON'T DROWN!!***

- Six inches of fast-moving water can knock you off your feet.
- Two feet of rushing water can carry away most vehicles, including SUVs and pickups.

**Thunderstorms:**

There is no safe place outdoors when a thunderstorm is nearby. If you're outside and hear thunder, the only way to significantly reduce your risk of becoming a lightning casualty is to get inside a substantial building or hard-topped metal vehicle as fast as you can.

***REMEMBER THERE IS NO SUBSTITUTE FOR GETTING TO A SAFE PLACE.***

- Count the number of seconds between a flash of lightning and the sound of the resulting thunder. Divide this number by 5 to get an estimate of the distance in miles to the lightning strike. Remember, if you are outdoors and can hear thunder, you are in danger of being struck by lightning.
- Avoid handling metal, electrical equipment, and telephones. **DO NOT** use water faucets or any water connected to plumbing system. Lightning can follow wires and pipes.
- If there is a severe thunderstorm, take cover in a building immediately. If you are caught outside, squat low to the ground and make yourself the smallest target possible. **DO NOT** lie flat on the ground. **DO NOT** take cover under trees.
- Stay clear of downed power lines.



### Tornadoes:

Tornadoes can occur at any time of day, any day of the year. When conditions are warm, humid, and windy, or skies are threatening, monitor for severe weather watches and warnings.

- The safest place to be is an underground shelter, basement, or safe room.
- If no underground shelter or safe room is available, a small windowless interior room or hallway on the lowest level of a sturdy building is the safe alternative.
- Mobile homes are **NOT** safe during tornadoes. Abandon mobile homes and go to the nearest sturdy building or shelter immediately.
- If you are caught outdoors, seek shelter in a basement, shelter or sturdy building. If you cannot quickly walk to a shelter: Immediately get into a vehicle, buckle your seat belt and try to drive to the closest sturdy shelter. If flying debris occurs while you are driving, pull over and park. Stay in your vehicle with the seat belt on. Put your head down below the windows, covering with your hands and an blanket if possible.

### EXTREME HEAT



During the summer months, you are vulnerable to heat-related illnesses, such as heat cramps, heat exhaustion, and heat stroke. Be sure to check on neighbors who may need assistance during heat waves, including children, seniors, and people with chronic health issues or special needs.

- Stay out of the sun and use shade or awnings. When in the sun, wear sunscreen that is at least SPF15.
- Wear lightweight, light-colored, loose-fitting clothes that cover as much skin as possible to prevent sunburn.
- Avoid strenuous activity.
- Drink plenty of water. Avoid alcoholic and caffeinated beverages.
- If you have an air-conditioner, set it no lower than 78 degrees during a heat wave.
- NEVER** leave children, pets, or those who require special care in a parked car in intense summer heat.

### If you receive a suspicious package or envelope:

- PUT IT DOWN** - preferably on a stable surface.
- Cover it with an airtight container such as a trash can or plastic bag.
- Call **9-1-1**
- Alert others to the presence of the package and evacuate the area.
- Wash your hands with soap and water if you have handled the package.
- Make a list of the people who were in the room or area where the suspicious package was recognized, and give it to authorities.
- Do not stray far from the area if you believe you have been exposed.

### If you receive a BOMB Threat:

- Ask the caller as many of the following questions as possible:
  1. When is the bomb going to explode?
  2. Where is the bomb right now?
  3. What does the bomb look like?
  4. What kind of bomb is it?
  5. Where are you calling from?
  6. Why did you place the bomb?
- Keep the caller on the line for as long as possible and try to write down or record the conversation.
- Write down the exact time and length of the call.
- Listen carefully to the caller's voice and background noise.
- After you hang up, call **9-1-1 IMMEDIATELY**.



## SUSPICIOUS MAIL OR PACKAGES

Protect yourself, your business, and your mailroom.

If you receive a suspicious letter or package:

• Stop. Don't handle.

• Isolate it immediately.

• Don't open, smell, or taste.

• Activate your emergency plan. Notify a supervisor.



If you suspect the mail or package contains a bomb (explosive), or radiological, biological, or chemical threat:

• Isolate area immediately • Call 911 • Wash your hands with soap and water



A Parcel or Letter may be considered suspicious when it has more than one of the following characteristics:

- Handwritten or poorly typed address, incorrect titles or title with no name, or misspellings of common words.
- Addressed to someone no longer with your organization or not addressed to a specific person.
- Strange return address or no return address.
- Marked with restrictions, such as “Personal,” “Confidential,” or “Do not X-ray.”
- Excessive postage.
- Powdery substance on the outside.
- Unusual weight given its size, lopsided, or oddly shaped.
- Unusual amount of tape on it.
- Odors, discolorations or oily stains.

## UTILITIES DISRUPTIONS

Know what to do when you lose function of essential utilities in your home.

- Call your power provider to report outage.
- Turn off all appliances that will turn on automatically when service is restored.
- You may lose cordless and internet phone service during a power outage. Keep a phone on hand that does not require electricity.
- To prevent food spoilage, keep refrigerator and freezer doors closed as much as possible.
- Always treat downed and dangling power lines as dangerous.
- Do not use generators indoors. They can create dangerous levels of carbon monoxide.
- Keep a battery-operated radio on for updates.
- If you lose power and/or heat in the winter, insulate your home as much as possible.



### During gas leaks:

- Evacuate immediately. Then call **9-1-1**.
- DO NOT** smoke, or light lighters or matches.
- If the odor is very strong, **DO NOT** use your phone or operate any light switches or electrical devices - any spark could cause a fire.



### During phone service outage:

- Call your provider from a cellular phone to report outage.
- Remember that cordless phones will not function during power outages.

### For water and sewer - related problems:

- If there is a concern about drinking water quality, authorities will explain which actions to take, such as boiling or treating the water.
- If there is a drought, authorities will advise you to conserve water. If the drought worsens, mandatory drought restrictions may be imposed.



**BUILDING COLLAPSES & EXPLOSIONS**

Building collapses or explosions can result from structural damage, a gas leak, or sabotage.

**If you are in a building collapse or explosion:**

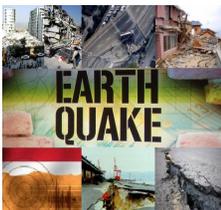
- Get out as quickly and calmly as possible.
- If you can't get out of the building, go under a sturdy piece of furniture.

**If you are trapped by debris:**

- Cover your nose and mouth with a dry cloth or clothing.
- Move around as little as possible to avoid kicking up dust, which is harmful to inhale.
- If possible, use a flashlight so you can see your surroundings.
- Tape on a pipe or wall so rescuers can hear where you are. Use a whistle if one is available. Shout only as a last resort.

**If you clean up debris:**

- Wear gloves and sturdy shoes.
- Sort debris by type (wood, appliances, etc.).
- DO NOT** touch debris that contains utility wires.
- DO NOT** move debris that is too large or heavy. Ask for help from neighbors, friends, and recovery workers.

**EARTHQUAKES**

Although earthquakes are uncommon in Washington County tremors could occur and residents should be prepared. NOTE: After an earthquake utilities may be disrupted.

**In the event of an earthquake:**

- Drop to the floor and cover your head and neck with your arms.
- If possible, take cover under a solid piece of furniture or next to an interior wall.
- Hold on to a sturdy piece of furniture and be prepared to move with it. Stay where you are until the shaking stops.
- Be prepared for aftershocks, which often follow an earthquake.

**TERRORISM**

A terrorist's objective is to create fear. With accurate information and knowledge of emergency preparedness basics, you can fight back. Terrorism can take on the form of many hazards, so by preparing yourself for the hazards listed in this guide, you will also be more prepared for terrorist attacks.

It is especially important to be aware of your surroundings and report suspicious behavior or potential threats. If you have information about possible terrorism, call **9-1-1**.

**Know the facts and be responsible:**

- Confirm reports using reliable information sources, such as the government or media. **DO NOT SPREAD RUMORS.**
- Do not accept packages or luggage from strangers and do not leave bags unattended in public areas.

**Biological Attacks:**

- A biological attack occurs when a terrorist intentionally causes a disease epidemic.

**Chemical Attacks:**

- The intentional release of hazardous materials constitutes an act of terrorism, however accidents involving hazardous materials may also occur. Your course of action should be the same in either case.

**Radiological Attacks:**

- Radiological attacks occur when radioactive material is intentionally released.
- Radiological Dispersion Device (RDD): An RDD is designed to scatter amounts of radioactive material over a wide area. The further the material disperses, the less harmful it is. In most cases, the amount of material is unlikely to be lethal.
- "Dirty Bomb": A Dirty Bomb is a kind of RDD that combines conventional explosives and radioactive material. The explosive is intended to scatter radioactive material. More damage and casualties may result from the explosion than from the radiation itself.

**DISEASE OUTBREAKS & BIOLOGICAL EVENTS**

There are plans in place for cooperating with State and Federal agencies in responding to potential situations involving disease outbreaks and biological events.

**General Guidelines:**

- To enhance early detection of disease outbreaks and bioterrorist attacks, the Department of Health uses a surveillance system that monitors emergency room visits, ambulance runs, and pharmacy sales.
- In a health emergency, the County/City may open Points of Dispensing, or PODs, which are special clinics to distribute antibiotics or vaccines. If PODs are activated, you can locate the one closest to you by listening to local media..

**Pandemic Flu:**

The Health Department tracks signs and symptoms that could indicate a flu pandemic. Flu outbreaks are prevented by the promotion of goods, regular hygiene and flu shots for people whose immune systems are compromised. For more information visit [www.pandemicflu.gov](http://www.pandemicflu.gov).

**During a pandemic you should:**

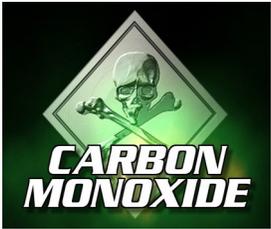
- Cover coughs and sneezes.
- Stay home if experiencing cough or fever.
- Frequently wash hands with soap or an alcohol-based cleaner.
- Tune in to local TV or radio for health official's announcements.

**FIRE**

If your smoke detector goes off or if you see a fire, remain calm. **DO NOT** try to fight a major fire.

**In the event of a fire:**

- If you live in a high-rise multiple story dwelling, and the fire is not in your apartment, stay in your apartment rather than entering smoke-filled hallways.
- In high-rise office buildings, only evacuate if the fire is on your floor or the one above it, and descend to the second floor below the fire floor. Other occupants should remain on their floor and monitor the PA system for further instructions.
- If a fire breaks out in your house or apartment, get everyone out as soon as possible and close (**DO NOT LOCK**) the door behind you.
- If your clothes catch on fire, **STOP** where you are, **DROP** to the ground, and **ROLL** over and over to smother the flames.
- Feel doors with the back of your hand before you open them. If they feel hot, find another way out, such as a fire escape.
- Stay as close to the floor as possible - smoke and heat rise and the air is clearer and cooler near the floor.
- Call **9-1-1** from a safe place, such as a neighbor's house.
- **DO NOT** stop to get anything.
- **DO NOT** use elevators.
- If you are unable to get out for any reason, stay near a window. Close the door and fill cracks with wet cloth to block out smoke.
- If you feel you are in danger, signal for help by waving a cloth or sheet out the window.
- To prevent fires, keep an ABC fire extinguisher and working smoke detectors in the house. Check batteries twice a year at daylight saving times.
- Consider renter's insurance if you live in an apartment.

**CARBON MONOXIDE**

Dangerous levels of carbon monoxide (CO) - a colorless, odorless gas - can be produced from improperly vented furnaces, plugged or cracked chimneys, water heaters, space heaters, fireplaces, stoves, and tail pipes.

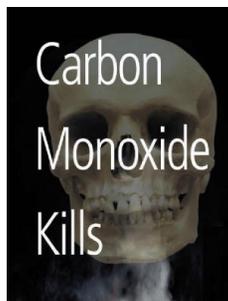
Symptoms of carbon monoxide poisoning are flu-like and may include headache, dizziness, fatigue, chest pain, vomiting, and possible death.

**If you suspect carbon monoxide poisoning:**

- Open windows.
- Move yourself and other victims to fresh air immediately.
- Call **9-1-1**.
- Call your local utility provider.

**CO safety tips:**

- Make sure all fuel-burning items are properly ventilated.
- If you have a working fireplace, keep chimneys clean and clear of debris.
- Never turn on your oven to heat you kitchen, or operate gas or charcoal barbecue grills, kerosene or oil burning heaters in an enclosed space.
- Make sure you have a working carbon monoxide detector. Check batteries twice a year at daylight saving times.
- Vehicle exhaust contains carbon monoxide. Open your garage door before starting your car and **DO NOT** leave motor running in an enclosed area. Clear exhaust pipes before starting a vehicle after it snows.

**HAZARDOUS MATERIALS, CHEMICAL SPILLS & RADIATION EXPOSURE**

We use hazardous materials in our homes and businesses every day. It is important to store, use, and dispose of them safely. Small spills occasionally occur, but these incidents generally cause the public little difficulty other than traffic delays. In the event of a major spill, authorities will instruct you on the best course of action.

However, you should heed the precautions listed below.

**General Guidelines:**

- If there is a hazardous material spill, leave the area, and move upwind of the material. If you have to pass through the contaminated area, cover your mouth and nose with a dry cloth.
- If a chemical or radiation incident happens indoors, get out of the building without passing through the contaminated area.
- If the event occurs outdoors, move as far away from the event as possible and shelter in place. Turn off any ventilation.
- If you were near the event, leave the contaminated area and remove your outer layer of clothing, and wash yourself with soap and water.
- In some circumstances, after being exposed to hazardous materials, it may be necessary to be decontaminated by trained emergency personnel.
- If you feel sick, seek medical attention as soon as possible.

**Three principles will help minimize exposure:**

**TIME:** Radioactive materials become less radioactive over time.

Stay inside until local officials announce the treat has passed.

**DISTANCE:** The greater the distance between you and the source of the radiation, the safer you are. Local officials may issue an evacuation of people from areas close to the release.

**SHIELDING:** Put as much heavy, dense materials between you and the source of the radiation as possible. Authorities may advise you to stay indoors or underground for this reason. Close and seal your windows and turn off any ventilation. If you have to pass through the contaminated area, cover your mouth and nose with a dry cloth.