



# EMERGENCY PREPAREDNESS GUIDE

# ARE YOU PREPARED?



If an emergency happens in your community, it may take emergency workers some time to reach you. You should be prepared to take care of yourself and your family for an extended period of time.

Emergencies can be stressful. However, if you take the time now to prepare you will be better able to cope. Learn how quick and easy it is to become better prepared to face a range of emergencies, anytime, anywhere.

Use this guide to create your own emergency plan and emergency kits.

Emergency preparedness involves three basic steps:

1. Know the risks
2. Make a plan
3. Create an emergency kit

# Be Prepared

Ambulance, Fire & Police: **9-1-1**  
Health Information and Advice: **8-1-1**  
Social and Community Supports: **2-1-1**  
Road Conditions: **5-1-1**

Addiction Services:  
**1-888-299-8399**

Child Protection Services  
(after business hours):  
**1-800-341-6868**

Child Protection Services  
(during business hours):  
**1-877-341-3101**

To Report Power Outages:  
Maritime Electric:  
**1-800-670-1012**

Summerside Electric:  
**902-432-1268**

Kids Help Phone:  
**1-800-668-6868**

Mental Health and  
Addictions:  
**1-833-553-6983**

PEI Family Violence  
Prevention Crisis and  
Support Line/  
Anderson House:  
**1-800-240-9894**

Shelter Support Line:  
**1-833-220-4722**

## Call 911 if you are in an emergency!

If you need temporary shelter support, dial 211 to be connected to a reception centre or another accommodation near you.

PEI Office of Public Safety – Emergency Measures Organization:  
1-902- 894-0385 -or- 1-877-894-0385



[PrinceEdwardIsland.ca/BePrepared](http://PrinceEdwardIsland.ca/BePrepared)

# Table of Contents

<b>Know the risks</b>	<b>3</b>
<b>Make a plan</b>	<b>4</b>
At home	5
At work	5
At school/day care	6
Pet/service animal	6
Safe Homes	7
Generator Safety	7
Personal support network	8
Special considerations	8
Staying connected	9
Evacuations	9
Keeping your emergency plan up to date	10
<b>Create an emergency kit</b>	<b>11</b>
Types of Emergency Kits	11
Household emergency kit	12
Grab-and-go kit	13
Emergency vehicle kit	14
<b>My emergency plan</b>	<b>15</b>

# Know the risks

Although the impacts of various emergencies can be similar, knowing the risks in your region can help you Be Prepared.

Impacts can come in a variety of ways such as natural hazards, human induced hazards, and technological failures.



- In Prince Edward Island, each of our seasons brings with it specific hazards. Throughout any year Islanders may experience hurricanes, blizzards, ice storms, forest fires, and coastal flooding.
- In addition to natural hazards there are other types of risks such as power outages, hazardous material accidents, acts of terrorism, failures in technology, and major transportation accidents.

# Make a plan

The following pages provide valuable information to help you create your plan. At the back of the book, you can create your own emergency plan. Make sure to share it with your family or others who can provide assistance. Keep this document in an easy-to-find place. You may want to photocopy it and keep a copy in your vehicle, at work, or give it to a family member and your personal supports.



***Having an emergency plan will save time and make real situations less stressful.***

## At home

Every household needs an emergency plan to help everyone know what to do in case of an emergency. Your emergency plan should reflect the needs of your specific household such as how many people live there, their ages, and any special needs.



## At work

Learn about the emergency plans in your place of work and know what you are responsible to do. You may want to bring some basic supplies to work in case you need to stay there during an emergency. You may want to have things such as toiletry items, nonperishable food, water, and other personal items on hand.



## At school/day care

If you have children, you should inquire with the school or day care facility about their emergency plans. Find out how they will contact families during an emergency and where they will go if they need to evacuate. Ensure your contact information is up to date and that the required authorization has been given for a designated person to pick up your children if you are unable to go yourself.



## Pet/service animal

Make sure pets wear a collar with identification and/or are microchipped. If you move, your information changes, or the pet is re-homed, make sure to update the information on the tag or microchip. When creating your plan and kits ensure to consider the needs of your pets.





## Safe Homes

Make sure you have an adequate amount of working smoke alarms, carbon monoxide detectors, and fire extinguishers in your home. In case of an emergency you should know at least two ways out and have a close by meeting spot. It is important to keep all entrances to your home accessible.

You should know how to turn off your home's utilities such as water, electricity, and gas.

It is important to know your civic address and ensure your civic address sign is visible.

## Generator Safety

**ONLY**, use portable generators outdoors in well-ventilated areas at least 20 feet (6 metres) from all doors, windows, and vent openings. The generator exhaust should be pointed away from the building.

Turn off generators and let them cool down before refueling. Never refuel a generator while it is hot.

Store fuel for the generator in a container that is intended for the purpose and is correctly labeled as such.

Store the containers outside of living areas.



## Personal support network

If you live alone, have any special health consideration, or don't have family members that will be checking up on you it is important to create a personal support network. By doing this you can be sure that on a regular basis and during an emergency someone will check-in with you and provide assistance when needed.

Your support system could consist of neighbours and/or friends. It is important to have more than one person in your support network, and maybe consider being a part of someone else's network.

Your support network should be aware of your emergency plan and any special considerations.

## Special considerations

If you have any health conditions or concerns you should include these in your emergency plan including details for your personal support network to be able to assist you.

Maintain a list of all medications. Specify the medical condition being treated, the generic name, dosage, frequency and location of pharmacy.

Tag or mark all your medical/specialized equipment and include instructions on how to use and/or move each piece of equipment. This information should also be included in your plan.

## Staying connected

Emergency information will be distributed through local news and radio stations along with PEI Government social media and website.

It is important to identify an out-of-town contact person. This person can be used to keep your family connected if you are separated during an emergency by having all family members check in with this same contact. Additionally, the out-of-town contact should be kept informed on your situation during an emergency. Ideally choose someone that lives far enough away that they are unlikely to be affected by the same emergency.

Cellphones are a critical tool used to stay connected. During an emergency it is important to preserve battery life. This can be done by limiting use, lowering screen brightness, texting rather than calling, disabling GPS, and turning on battery saving modes.

## Evacuations

Authorities will ask you to leave your home only when they have reason to believe that you may be in danger. If you are ordered to evacuate, take your grab-and-go kit, use travel routes specified by local authorities, if possible take pets with you, lock your home, follow instructions from authorities, and do not return home until authorities advise that it is safe to do so.



# Keeping your emergency plan up to date

At minimum once a year review your entire emergency plan, practice your evacuations, change the batteries in your smoke detectors and carbon monoxide detectors, and change the food, water and batteries in your emergency kits.



Use the space provided at the end of this book to create your emergency plan. Photocopy your plan and share with your personal support network. Don't forget to keep copies in multiple places such as your workplace, emergency kits, your phone, etc.

# Create an emergency kit

In an emergency, you will need some basic supplies. Be prepared to be self-sufficient for an extended period of time.

You may have some of the items already, such as food, water, and a battery-operated or crank flashlight. The key is to make sure they are organized, easy to find, and easy to reach.



## Types of Emergency Kits

**Household Emergency Kit:** Is intended to support your whole household for an extended period of time during an emergency. This kit will be the largest of the emergency kits and its contents are typically kept in a large tote, suitcase, or duffle bag. This kit is meant to support you in your home.

**Grab-and-Go Kit:** Is intended to support one or two people in the event that you have to evacuate your home quickly. This is a smaller kit and its contents are normally kept in a backpack or easy to transport container.

**Vehicle Emergency Kit:** Is intended to support the occupants of a vehicle if they become stranded due to weather, vehicle failure, or to assist with basic vehicle issues. This is a small to medium sized kit that is typically left in the vehicle.

# Household emergency kit

- water - at least two litres of water per person per day;
- food that won't spoil, such as canned food, energy bars and dried foods
- a manual can-opener
- crank or battery-powered flashlight
- crank or battery-powered radio
- first aid kit
- some cash in smaller bills
- a copy of your emergency plan and contact information
- spare batteries
- portable charger power bank for cellphones
- basic tools (hammer, pliers, wrench, screwdrivers, work gloves, dust mask, pocketknife, multi tool)
- blankets
- basic toiletries (toothbrush/toothpaste, toilet paper, wet wipes, hand sanitizer, etc..)
- copies of important documents (IDs, birth certificates, wills, etc..)
- whistle
- pen and paper
- candles
- matches or lighter
- duct tape
- pet supplies such as food, water, carrier, etc..
- special considerations items such as medication, EpiPen, infant formula, glasses, etc..
- other items as needed

# Grab-and-go kit

- bottled water
- snacks such as energy and granola bars
- crank or battery-powered flashlight
- small first aid kit
- some cash in smaller bills
- a copy of your emergency plan and contact information
- portable charger power bank for cellphones
- multi tool or pocketknife
- basic toiletries (toothbrush/toothpaste, toilet paper, wet wipes, hand sanitizer, etc..)
- copies of important documents (IDs, birth certificates, wills, etc..)
- whistle
- pen and paper
- duct tape
- special considerations items such as medication, EpiPen, infant formula, glasses, etc..
- other items as needed



# Emergency vehicle kit

- snacks such as energy and granola bar
- water
- blanket
- extra clothing and shoes
- first aid kit with seatbelt cutter
- a copy of your emergency plan and contact information
- crank or battery-powered flashlight
- crank or battery-powered radio
- small shovel, scraper and snowbrush
- warning light or road flares
- whistle
- pen and paper
- fire extinguisher
- tow rope and jumper cables or booster pack
- tire patch kit
- traction devices, such as sand/salt, tire chains, etc..
- other items as needed





# My emergency plan

Plan created date: \_\_\_\_\_

\_\_\_\_\_

Home address: \_\_\_\_\_

Names, age, and phone number of those in the household: \_

\_\_\_\_\_

\_\_\_\_\_

School/daycare names, address, and other details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pets names and descriptions: \_\_\_\_\_

\_\_\_\_\_

Fire extinguisher locations: \_\_\_\_\_

\_\_\_\_\_

Home evacuation meeting spot: \_\_\_\_\_

Utility shutoffs: \_\_\_\_\_

\_\_\_\_\_

Generator storage and set up locations: \_\_\_\_\_

\_\_\_\_\_

Personal support network: Names and phone numbers: \_\_\_\_\_  
\_\_\_\_\_

Medical information (allergies, health conditions, etc.): \_\_\_\_\_  
\_\_\_\_\_

Medications: \_\_\_\_\_  
\_\_\_\_\_

Special considerations (health equipment, etc.): \_\_\_\_\_  
\_\_\_\_\_

Out-of-town contact, name, phone number, and relation: \_\_\_\_\_  
\_\_\_\_\_

Household emergency kit location: \_\_\_\_\_

Grab-and-go kit location: \_\_\_\_\_

Other/Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## For more information on emergency management contact:

*PEI Office of Public Safety - Emergency Measures Organization you can call us at:*

1 902- 894-0385

1 877-894-0385

emo@gov.pe.ca

Or visit us at **[www.peipublicsafety.ca](http://www.peipublicsafety.ca)**

PEI Office of Public Safety on Facebook and X (Twitter)

**@PEIPublicSafety**

### **Prince Edward Island Government**

PEI Government on X, Instagram and Facebook **@peigov**

Sign up for PEI Government information alerts:

[www.PrinceEdwardIsland.ca/Subscribe](http://www.PrinceEdwardIsland.ca/Subscribe)

### **For current information on reception centres visit:**

[www.PrinceEdwardIsland.ca/ReceptionCentres](http://www.PrinceEdwardIsland.ca/ReceptionCentres)

