

## WHAT TO DO IF YOU ARE TOLD TO SEEK SHELTER OR STAY INDOORS

For many emergencies, it may be safer to stay indoors. During a severe weather emergency, for example, buildings offer the best protection, especially basements. While indoors, do the following:

- ▶ **Keep calm.** Panic is your worst enemy in any emergency.
- ▶ **Close all windows and doors, and bring pets inside.**
- ▶ **Turn off all air-intake systems** such as fans and air conditioners. Turn down the furnace thermostat. Close fireplace dampers.
- ▶ **If your building has a basement, take a radio and go there.**
- ▶ **Do not go outside until you are told it is safe to go out or are told to evacuate.** If you must go outdoors briefly to warn someone during a nuclear emergency, cover your nose and mouth with a cloth towel or scarf.
- ▶ **Do not use the telephone or the internet** unless it is absolutely necessary. It's important to keep telephone lines open for emergency use.
- ▶ **Stay out of your car or vehicle in a weather emergency.** Seek shelter in the basement of a nearby building or a ditch until the weather emergency passes.
- ▶ **Do not pick up children from schools or day care centers.** School staff and child caregivers will keep children in school until it is safe to go out again. Listen for directions on TV or radio stations (see page 2) about where and when they can be picked up. Visit your school's website to learn more about their plan.
- ▶ **Do not worry if you or your family members are in a hospital** or other special-care facility, as they also have emergency procedures.

### PLAN AHEAD FOR SHELTERING IN PLACE

#### ▶ Have ready access to:

- A battery-operated radio and flashlight plus extra batteries.
- A 10-day supply of prescriptions and medications.
- Three-days' supply of non-perishable food and beverages for your household and pets.



#### ANYONE WITH FUNCTIONAL NEEDS:

If you might need special help in an emergency, please inform the county by filling out and submitting the Functional Needs Emergency Information and Registry available online at [www.berriencounty.org/extrahelpist](http://www.berriencounty.org/extrahelpist).

## WHAT TO DO IF YOU ARE TOLD TO EVACUATE

#### ONLY CALL 911 IF YOU ARE EXPERIENCING AN EMERGENCY:

If you have a general question or need advice during an event, email Cook Emergency at [cook\\_emergency\\_equery@aep.com](mailto:cook_emergency_equery@aep.com).

- ▶ **Listen to the radio or TV (see page 2) for instructions.** They will give you evacuation routes and directions to open Public Reception Centers.
- ▶ **Go directly to a Public Reception Center and register.** Follow the broadcast evacuation route instructions to the nearest open Public Reception Center. Please register when you arrive so family and friends will know where you are. After you have registered, you may go to stay with friends or family who live outside the danger area. If you prefer, you will be assigned to a safe, nearby gathering place.
- ▶ **Stay calm.** You and others with you should have time to get ready to leave safely.
- ▶ **Take only essential items.** Pack as if you were going on a trip for only a few days.
- ▶ **Do not take firearms, alcoholic beverages, or illegal drugs.**
- ▶ **If you have filled out and sent the online Functional Needs Emergency Information and Registry, you will receive the necessary assistance.** If you need help, listen to a local TV or radio station listed on page 2 for the telephone number you can call.
- ▶ **Have a plan for your pets.** Public Reception Centers will only accept service animals. Make arrangements to stay with relatives, friends, or at a pet-friendly hotel outside of the area. Bring pet supplies with you. Animal Control will be at the Public Reception Centers to provide additional options and advice. For more information, go to [ready.gov/pets](http://ready.gov/pets), [PetTravel.com](http://PetTravel.com), and [PetsWelcome.com](http://PetsWelcome.com).
- ▶ **Turn off small appliances, lights, and water faucets.** However, leave your refrigerator and freezer on.
- ▶ **Turn off all air-intake systems** such as fans and air conditioning. Turn down the furnace thermostat. Close fireplace dampers.
- ▶ **Close and lock all windows and doors.** The evacuated area will be secured and you will not be allowed to return until it is safe.
- ▶ **Check on neighbors.** Make sure they know how to evacuate and that they have transportation.