Better be prepared …

The International Federation of Red Cross and Red Crescent Societies promotes humanitarian activities in the National Societies in favour of the most vulnerable.

Through the coordination of international relief in times of disaster and the promotion of development assistance, the Federation aims to prevent and alleviate human suffering.

The Federation, the National Societies and the International Committee of the Red Cross together make up the International Red Cross and Red Crescent Movement.

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Introduction

The “Better be Prepared” series is made up of 14 modules which have been drawn up in the Regional Centre of Reference in Community-Based Education for the Prevention of Disasters with the support of the International Federation of Red Cross and Red Crescent Societies through the Regional Representation for Mexico, Central America and the Caribbean and its Regional Risk Reduction Programme, together with the National Societies in the region.

These guides in community work arise from the need to implement risk reduction programmes of improved quality which facilitate sustainable development processes in the most vulnerable communities in the region. A methodology with simple, practical, standardized tools was required which could be used by each National Society without losing its socio-cultural identity, enabling its application and adaptation to different contexts.

The modules are aimed at the permanent and voluntary staff of the Red Cross, members of other organizations which work in disaster risk reduction and the community in general.

The modules are revised and updated versions of material originally drawn up by the International Federation of Red Cross and Red Crescent Societies in 1994; from that time to the present date, there has been support from international organizations which include: the Provention Consortium; UNICEF, PAHO/WHO, UDSMA/OAS and universities.

Some modules have a note-book for field work called a “Work Book”, in these cases, the module can be used as material for consultation for the facilitator and for the participant, and the work book is exclusively for the participant to carry out assignments and field work.

Each module can be used independently in accordance with its objectives, or be used as part of the series, in this case module 1 “Education, Organization and Community Preparedness for Risk Reduction” provides the basis for work with the VCA tools, and the others go into more detail on specific subjects such as: school plans, family plans, floods and so forth.

Psychological First Aid and the Community Manual for the Mitigation of Disasters in Rural Aqueducts are materials which deal with subjects which require the direct assistance of technical experts in the area.
Module 2, Prepared Family, was originally produced in Honduras and validated in many communities in the region; it has been enriched with practical tools by the Centre of Reference in Community-Based Education for the Prevention of Disasters.

It facilitates the drawing up of disaster response plans which strengthen families’ capacities to face hazards in their homes and surroundings.

To make these plans, actions are defined which need to take place before, during and after an event. During the “before” phase, a review of the history of the community takes place in order to be aware of the historical events which have taken place in the community and how these affected its development; the hazards, vulnerabilities and risks to which the family is exposed are identified, both in and outside of the home, and transformation actions are decided upon in accordance with the capacities and resources which are at the disposal of the family.

During the event, all response actions take place: those affected are taken care of, evacuation and so on. In the “after” phase the members of the family must be informed, must assess the damage caused by the emergency and need to review and draw up the emergency family plan.

The Prepared Family Plan needs to be constantly updated, informing the other families in the community and the plan is put into place by all members of the family.
Objectives of the Module

1. Identify hazards and vulnerabilities in the home and its surroundings
2. Recognize capacities in the home
3. Carry out actions which can transform vulnerabilities into capacities
4. Make a family plan which allows the members of the family to carry out risk reduction and disaster response actions.
Prepared Family Plan

Hurricanes, floods, landslides, earthquakes, fires and other disaster events are not stories; they are real hazards and can be permanent, depending on the place where we live. As a result, preparation begins at home, with our family.

Are you prepared to save the life of your loved ones as well as your own?

Yes □ No □

There are institutions such as the Red Cross which constantly seek to help the population in the event of emergencies or disasters and a way of doing so is through your participation in the measures which you and your family take to reduce risks; by doing so, disasters will be less harmful in your home and, as the saying goes, “it is better to be safe than sorry”. As a result, your collaboration is essential to save lives ... those of the people that you love most.

Without a doubt, prevention and preparedness are important measures to protect our lives and the things which we have made many sacrifices to obtain. In other words, it is necessary to be ready for what could be about to happen.
Prepared Family

Family Plan
What can you do?

Design the family emergency plan together with all the members of your family; make sure that it is known and understood by all those who live in your house.

A family emergency plan includes all the tasks which have to be done before, during and after an emergency or disaster situation. The main idea is to save lives and, in particular, the lives of all your family.

An emergency is: an alteration in people, material things and the environment as a result of a natural or man-made event and in which the community has the capacity for response.

With a family emergency plan you can take advantage of the capacities and the things that we have at our disposal to protect ourselves, respond and recover better and more quickly.

Making a family emergency plan is easy and can save our life. It involves three phases.

• **Before**: all actions which we must be aware of and have prepared to avoid the danger becoming worse.
• **During**: is putting into practice the prepared family plan.
• **After**: necessary activities that we have to carry out to keep ourselves safe whilst we return to normality.
For this phase, there are two major steps with five specific actions:

**Step 1: Get to know the surroundings of your house**

- a) Draw up a historical profile of the area surrounding your house
- b) Identify hazards
- c) Identify vulnerabilities

**Step 2: Get to know your house**

- a) Identify hazards, vulnerabilities and risks
- b) Determine activities to carry out immediately and the activities which remain pending to be carried out afterwards with the help of the community.
# Let’s Get to Work

Let’s get to know the history of the area around our house

Draw up the historical profile of your community and complete exercise #5 from the work book. The objective of this activity is to promote a better understanding of the most relevant events which have occurred around our house.

## Historical Profile

<table>
<thead>
<tr>
<th>Year</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1940</td>
<td>First ten families arrived in the community</td>
</tr>
<tr>
<td>1949</td>
<td>Construction of the first urban area</td>
</tr>
<tr>
<td>1954</td>
<td>A fire destroyed two houses</td>
</tr>
<tr>
<td>1955</td>
<td>Fire hydrants were installed near to our house</td>
</tr>
<tr>
<td>1960</td>
<td>A clinic with 30 beds was inaugurated</td>
</tr>
<tr>
<td>1970</td>
<td>The road in front of our house was paved</td>
</tr>
<tr>
<td>1980</td>
<td>A hurricane affected several houses in the community including ours</td>
</tr>
<tr>
<td>1985</td>
<td>A community disaster prevention group was formed</td>
</tr>
<tr>
<td>1995</td>
<td>The sewerage system collapsed as a result of the accumulation of garbage</td>
</tr>
</tbody>
</table>
It is time to begin – let’s identify the hazards that could affect us.

In your work book, Exercise #2, mark with an x the hazards to which the houses and surroundings are exposed.

1. Earthquake
2. Floods
3. Landslide
4. Volcanic eruption
5. Hurricane
6. Fire
7. Forest Fires
8. Spillage of toxic substances
9. Polluted water
10. Dangerous roads
11. Unhygienic areas
12. Explosions
13. Violence/Delinquency
Let’s get to know the area around our house.

It is important that all members of the family know the area surrounding the house to identify, prevent or stay away from danger. For example:

- Electric posts and cables
- Large trees or branches that could fall
- Rivers and gullies
- Ravines and slopes
- Old buildings in poor condition
- Factories, industries, saw mills etc.

Once you know what you have to identify and recognize, you need to write down the results of what you found, as is shown in the following example:

<table>
<thead>
<tr>
<th>Vulnerabilities Identified</th>
<th>Major Risk when there is a situation of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unsafe electricity posts and cables</td>
<td>1. Earthquake</td>
</tr>
<tr>
<td></td>
<td>2. Hurricane</td>
</tr>
<tr>
<td></td>
<td>3. Fire</td>
</tr>
<tr>
<td>Sewerage system blocked with earth and garbage</td>
<td>1. Floods</td>
</tr>
<tr>
<td></td>
<td>2. Epidemics</td>
</tr>
<tr>
<td></td>
<td>3. Rains</td>
</tr>
<tr>
<td>Houses near to or on the way towards rivers and gullies</td>
<td>1. Floods</td>
</tr>
<tr>
<td></td>
<td>2. Hurricanes</td>
</tr>
<tr>
<td>Zones where there are incidents of violence</td>
<td>1. During the night</td>
</tr>
<tr>
<td></td>
<td>2. Fridays and Saturdays</td>
</tr>
</tbody>
</table>

LET’S GET TO WORK

The time has arrived for you to examine the area surrounding your house and place the results in exercise #3.
Let’s get to know our house

In the way that you identified the hazards in the area surrounding your home, it is necessary for you and your family to recognize those to which you are exposed on a daily basis, as well as the disasters or emergencies which have occurred historically in the area where you live. The reason for this is because when we have lived for a long time in the same place, we become accustomed to what is there and how it functions. In general, we don’t attach importance to details.

- Let’s take a look at the house. Let’s identify the type of material with which it is built. It can be of adobe, daub and wattle, wood, bricks, slabs or zinc sheeting.

- It’s a good idea to check if the floors and walls are cracked, damp or if the roof beams are damaged.

- Let’s check the electrical installations to see if there is exposed wiring which could short-circuit and cause a fire or other types of accident.

- Let’s check the water pipes and drains to make sure they are in good condition. If they are broken, they can cause leakages of water.

- Let’s label any dangerous substances and put them in a safe place that we all know, out of reach of children.

- Let’s keep to hand the tools that can help when we are in a tight spot and keep them in a place that we all know of.

- Let’s decide which doors and windows can be used as emergency exits. Let’s check the conditions and areas around these exits.

- Let’s identify an evacuation route and the safest place or places to go in the event that it is necessary to evacuate.

A hazard in your home is increased depending on the degree of vulnerability that you, your family or your house demonstrate in the event of a particular danger.

The following example concerning risks in the home will help you to understand the degree of physical vulnerability in your house.
### How to fill in the above table

Rate from 1 to 5 each one of the rows in the columns where 1 is the lowest risk and 5 the highest. Add up each of the columns to obtain the total risk; divide this total by the number of components and multiply the resulting number by 20 to obtain the range of risk. If the result is between 20% and 45% the risk is low, between 45% and 70% it is mid range and if it is between 70% and 100% it is high.

### LET’S GET TO WORK

Now work on identifying the risks in your home (See the work book, Exercise #4)
Once you and your family have discussed the things that you need to identify in your home, it is time to recognize that a disaster event, amongst those that you already identified previously, could have a high, medium or low impact on your security and that of your family.

Of the main vulnerabilities identified by you and your family in exercise #3 and after having carried out a series of analysis of possible actions to reduce vulnerabilities, determine what would be the impact (damage, loss) that you and your family could face should a disaster occur. With this in mind, see the example below:

<table>
<thead>
<tr>
<th>Threat</th>
<th>Impact on your home</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>High</td>
</tr>
<tr>
<td>Hurricane</td>
<td></td>
</tr>
<tr>
<td>Forest Fire</td>
<td></td>
</tr>
<tr>
<td>Earthquake</td>
<td></td>
</tr>
<tr>
<td>Volcanic Eruption</td>
<td></td>
</tr>
<tr>
<td>Floods</td>
<td></td>
</tr>
<tr>
<td>Landslide</td>
<td></td>
</tr>
</tbody>
</table>

**LET’S GET TO WORK**

In line with the assessment that you made of your house, place the results about the level of impact in the work book, Exercise # 5.

Taking into consideration the actions from the previous exercise, identify the three priorities, according to the type of hazard mentioned.
Now, what should we do?

Once you and your family are aware of the main hazards and the places which are most vulnerable in your home, it is time to determine what actions to take. In the following example, in the left-hand column, indicate the main hazard identified, in the second column mention the vulnerabilities detected, in the third column, the actions which should be taken, and in the last column the actions that you and your family can take to solve the problem with your own means.

<table>
<thead>
<tr>
<th>Hazards</th>
<th>Main Vulnerabilities Identified</th>
<th>Necessary actions to be carried out</th>
<th>Actions which can be taken with your resources and capacities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fires</td>
<td>Exposed electrical wiring</td>
<td>1. Cover electrical wires</td>
<td>1. Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Identify possible damage in the event of a short-circuit</td>
<td>2. Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Buy a fire extinguisher</td>
<td>3. No</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. During periods of rain, avoid water falling on the wires</td>
<td>4. Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5. Change the entire electrical system in your house</td>
<td>5. No</td>
</tr>
</tbody>
</table>

This example demonstrates that in the event of a specific hazard, there are three actions which you can carry out with your own capacities and resources.

Two actions need more time to be carried out. Start by dealing with the things that can be done with your own resources and look for practical ways to improve those that it is not possible to solve with your own means.

LET’S GET TO WORK

It is time for you to assess the situation in your home and determine the actions to be carried out (See the work book, Exercise #6)

What to do about the things that you have not been able to solve?
The following example will enable you to identify possible actions which will help you to deal with those necessities that neither you or your family have the capacity to resolve, for which answers may be found through the support of your community.
Prepared Family

<table>
<thead>
<tr>
<th>What</th>
<th>How</th>
<th>When</th>
<th>Where</th>
<th>Who</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buy a fire extinguisher</td>
<td>Organize a sports afternoon.</td>
<td>In this space, the date of the activity chosen should be noted</td>
<td>Identify the place or places</td>
<td>Mothers’ club, local emergency committees, Fathers, etc.</td>
</tr>
<tr>
<td></td>
<td>Organize a bingo.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Look into buying in bulk.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Negotiate with the fire brigade.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Seek donations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change the entire electrical system in your house</td>
<td>Individual loan with payment facilities.</td>
<td>In this space, the date of the activity chosen should be noted</td>
<td>Identify the place or places</td>
<td>Support from the neighbourhood committee, local emergency committee, fire brigade, Municipality.</td>
</tr>
<tr>
<td></td>
<td>Community exchange of manpower, apprenticeship sessions by technical schools etc.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**LET’S GET TO WORK**

To be better prepared, determine the actions for which neither you nor your family can provide a solution. See the work book, Exercise #7.

**Preparing yourself for an emergency**

Remember that those things which you need to resolve either by your own means or with the support of others need to be take place and become reality. All those actions that we identified previously to solve or to reduce vulnerabilities are part of the “before” phase of an emergency.

In addition, there are three concrete actions which we should also be aware of:

- **Prepare provisions and equipment for emergencies**
- **Determine the place or the places for evacuation**
- **Stay alert for emergency warnings**

**Let’s prepare provisions and equipment for emergencies**

There are things which are necessary in the event of an emergency. These must be in a safe place which is known by all the family. Some of these things are:
Let’s identify a place where we can go

In the event of the need to evacuate, all the family members must know where to go and the place where they will come together. The place designated must be in a safe area. For this purpose, you need to have done the following:

Have identified the evacuation routes

Have identified safe areas where you can go

Have defined the roles and responsibilities of the members of your family.

To be aware, after prior consultation with the local authorities, where animals can be evacuated and what control measures need to be taken into account.

Have identified a person or an organization as a point of reference to whom you report in the event of evacuating.

To have made a response plan for your home (switch off electricity, water and gas. Take with you important documents and provisions, close doors and windows, place equipment in safe conditions).

Have shared your family emergency plan with your neighbours and understand your role within the community emergency plan.
Let’s stay alert for emergency warnings

As part of the community, you and your family must identify a way of communicating and be better prepared to respond to an emergency or disaster. To be in a position to help you must:

- Know the warning and alarm system which will be used (bell, whistle, siren etc).
- Practise with your family and the community the response mechanisms when the warning and/or alarm systems are activated.
- Assess the response capacity of children, elderly people and people with special needs.

**Warning**
State declared with the aim of carrying out specific actions given the probable, imminent or real occurrence of an event which could cause damage and losses both of human lives and of goods.

**Alarm**
Is the advisory or sign that is made when an event is imminent or is occurring and instructions must be carried out as part of the evacuation plan and the community plan.

Remember

Once the alarm is activated, the response phase begins.

**Should we leave or not? ...** leaving home is not easy. We are concerned about the things we have to leave behind and we cannot take with us. Many people cling to things which they have taken a lot of trouble to buy, putting their lives at risk as well as the lives of the family members.
Unit 2
During the Emergency

Your family emergency plan must include basic actions which guarantee the security of the whole family, but which also help to save the lives of your neighbours. For this reason, you must help each other and share information beforehand.

During the Emergency
Staying calm is not the same as lowering your guard and forgetting about the problem. Let’s remember that “time and tide wait for no man”. Listen to the radio, check the television, be aware of recommendations from the authorities and specialized institutions in emergencies and disasters.
Are you still keen to save the lives of your loved ones as well as your own?

Yes ☐ No ☐

If your answer is yes, take into account the following points:

• If you didn’t evacuate and the conditions continue to indicate that you should do so, don’t hesitate further, DO IT!
• Remember that you and your family have a plan, USE IT!
• Make sure you are in a safe place DON’T RUN RISKS!
• If you have to help in search and rescue activities, TAKE PART!
• If you evacuated to a temporary shelter, COOPERATE to help towards its smooth functioning
• Help in work to register data and to carry out surveys, ALWAYS!
• Set out security and control measures in the place where you have taken shelter.
• Establish contact with the local and national emergency office IMMEDIATELY!
• Support work to assess damage and needs once the emergency phase is over and there are no RISKS.
• Do not return to your house until the local authorities state that you can do so.
• Listen to the news often.
• Remember LIFE IS THE FIRST PRIORITY

After the Emergency
Stay in a safe place whilst things return to normal.

After an emergency, you need to keep informed
It is important to listen to the news and recommendations given out by the authorities by radio, television or community advisories.
Let’s follow the instructions from the authorities
After an emergency, the authorities must carry out an assessment of the situation and of the damage which occurred during the emergency. It is the authorities which determine the time when you can return to your home or not.

**Let’s check and find out if there was damage caused by the emergency**

When we have returned home, let’s assess the damage, register them with the neighbourhood board or local committee and inform the authorities so that together we can promote rehabilitation and reconstruction in the least possible time. To this end, look at the following example in which the level of damage to a house is determined.

<table>
<thead>
<tr>
<th>Damage</th>
<th>High</th>
<th>Medium</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof</td>
<td>✗</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kitchen equipment</td>
<td></td>
<td>✗</td>
<td></td>
</tr>
<tr>
<td>Electricity</td>
<td></td>
<td>✗</td>
<td></td>
</tr>
<tr>
<td>Beds and linen</td>
<td></td>
<td></td>
<td>✗</td>
</tr>
<tr>
<td>Drinking water</td>
<td></td>
<td></td>
<td>✗</td>
</tr>
<tr>
<td>Food</td>
<td></td>
<td></td>
<td>✗</td>
</tr>
</tbody>
</table>

**LET’S GET TO WORK**

Following the example, carry out exercise #8 in your work book, taking the following points into account:
1. The best way to recover from a disaster is to work together in an organized way.
2. Show solidarity with the pain and the needs experienced by your neighbours.
3. Together with your neighbours make a work plan in line with the most important priorities.
4. Cleanliness, physical and mental health work in favour of good recovery.
5. Children need a space to amuse themselves which distances them from post-disaster fatalism.
6. Elderly people need a place where they can rest.
7. The more organized your community and your family are, the more attention will be paid by the competent authorities.
8. Create a rehabilitation and construction committee.
9. Make sure that surveys are to hand and that they are constantly updated.

**Let’s return with a different mentality**

When the emergency is over and we can return to our homes, the major challenge is to have houses and communities which are more resistant and people who are better organized. Avoid re-introducing risk and save the lives of your family members. Become a prepared family.

**How to design our Prepared Family Plan**

- First you need to identify safe areas, taking into account the hazards identified in Exercise #9.
- Then in Exercise #10 you need to identify safe areas where you should go in the event of evacuation.
- In Exercise #11 you need to identify evacuation routes; that is the way people that need to evacuate will go.
- In Exercise #12 the places to be used as shelters will be assigned.
- In Exercises #13 and #14 actions to take place before, during and after an emergency will be noted down.
- In Exercise #15 a plan or a sketch of the house will be made.
- And in #16 a sketch will be drawn of the surroundings of the house where we live.

**LET’S GET TO WORK**

The time has come to finish your **Prepared Family Plan**. Once completed, it is important to share this with neighbours, friends and members of your community emergency committee. Sharing your plans will help you to become more organized and help each other. In addition, we should review the plan and put it into practice it frequently, to correct any mistakes. (See the work book, Exercises #9 to #16).
## Assignment of tasks BEFORE the disaster event.

<table>
<thead>
<tr>
<th>What</th>
<th>Who</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organize a meeting with all members of the family to analyze the risks which could arise if one of the hazards identified occurs</td>
<td>Luis</td>
</tr>
<tr>
<td>Make a map of your house and the possible evacuation routes from each room</td>
<td>Luis</td>
</tr>
<tr>
<td>Show the children when and how to ask for help</td>
<td>Ana</td>
</tr>
<tr>
<td>Teach family members how to activate the alarm</td>
<td>Ana</td>
</tr>
<tr>
<td>Review provisions</td>
<td>Randall</td>
</tr>
<tr>
<td>Periodic review of the electrical, piping and drainage installations</td>
<td>Luis</td>
</tr>
<tr>
<td>Put signs on the evacuation routes</td>
<td>Randall</td>
</tr>
<tr>
<td>Drawing up of the directory of emergency and neighbours’ numbers</td>
<td>Ana</td>
</tr>
<tr>
<td>Put dangerous materials in safe places</td>
<td>Luis</td>
</tr>
<tr>
<td>Photocopy and place important documents in plastic bags</td>
<td>María</td>
</tr>
<tr>
<td>Hand over to the local emergency committee the result of the home vulnerability table</td>
<td>Ana</td>
</tr>
<tr>
<td>Share and promote the Prepared Family Plan with the neighbours</td>
<td>Luis</td>
</tr>
<tr>
<td>Identify one or various meeting or contact points</td>
<td>Pedro</td>
</tr>
<tr>
<td>Identify safe places to evacuate animals when the occasion arises</td>
<td>Pedro</td>
</tr>
<tr>
<td>Note down telephone numbers and addresses of work and study places of the family members and of the places where they go on a regular basis</td>
<td>Ana</td>
</tr>
<tr>
<td>Identify where to disconnect the water, gas and electricity</td>
<td>Luis</td>
</tr>
<tr>
<td>Teach the members of the family when and how to disconnect the water, gas and electricity services</td>
<td>Luis</td>
</tr>
</tbody>
</table>
## B. Assignment of tasks during and after the event

<table>
<thead>
<tr>
<th>What</th>
<th>Who</th>
</tr>
</thead>
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<tr>
<td>Turn off the taps for the water and gas. Switch off the electricity supply</td>
<td>Randall</td>
</tr>
<tr>
<td>Carry the emergency provisions to the safe evacuation site (inside or outside of the house)</td>
<td>María</td>
</tr>
<tr>
<td>Close doors and windows and block them as appropriate</td>
<td>Pedro</td>
</tr>
<tr>
<td>Take important documents in plastic bags and the directory of telephone numbers to the safe place for evacuation (inside or outside of the house)</td>
<td>María</td>
</tr>
<tr>
<td>Listen to information from the communications media on a regular basis and monitor the development of the emergency</td>
<td>Ana</td>
</tr>
<tr>
<td>If you evacuated to a temporary shelter, ensure garbage disposal</td>
<td>Pedro</td>
</tr>
<tr>
<td>If you evacuated to a temporary shelter, help in cleaning, order and security</td>
<td>María</td>
</tr>
<tr>
<td>When it is certain that you will leave, notify the local authorities about damage and needs</td>
<td>Luis</td>
</tr>
<tr>
<td>When it is certain that you will leave, check on the situation of the neighbours</td>
<td>Ana</td>
</tr>
<tr>
<td>When it is safe, contact family members close by and ask them about damage and needs</td>
<td>Ana</td>
</tr>
</tbody>
</table>
**Family Plan:** is a guide that determines the actions that a family must undertake to reduce risks and that must be followed in the event of emergencies and disasters.

**Emergencies:** alteration in people, material things and the environment as a result of a natural or man-made event, in which the community has response capacity.

**Disaster:** Serious interruption of the functioning of a community or society which causes loss of human life and/or significant material, economic or environmental losses; which exceed the capacity of the community or the society affected to deal with the situation using their own resources.

**Evacuation:** security measures to distance the members of a community from a dangerous zone to a safe place where the collaboration of the population either on an individual basis or as a group is required.

**Hazard:** this refers to the potential occurrence of a natural or man-made event which has negative consequences given its impact on people, material things and the environment.

**Vulnerability:** Conditions determined by physical, social, economic or environmental factors or processes which increase the susceptibility of a community on the impact of a hazard.

**Alert:** state declared with the aim of carrying out specific actions given the probable, imminent or real occurrence of an event which could bring about damage to the environment and the loss of human lives and material goods.

**Alarm:** Is the advisory or signal that is given when an event is imminent or is occurring; the instructions which make up the family and community plans must be followed.

**Temporary shelter:** is the place where shelter, food, protection from the elements, and health care is provided to those people evacuated from zones at risk.

**Home First Aid Kit:** is a box of resistant material acquired by the family to store goods and medicines to administer first aid.
Bibliography consulted

- Honduran Red Cross, 1999. *Family Emergency Plan*


- Brochure 1 International Federation of Red Cross and Red Crescent Societies. San José, Costa Rica 1997. “Better be Prepared” series ... Community Education for Disaster Prevention”.

- International Federation of Red Cross and Red Crescent Societies. *Lesson Guide on the Vulnerability and Capacity Assessment (VCA) course*, 2004


- Regional Disaster Information Centre, 1992; *Controlled Vocabulary on Disasters*


- Salvadoran Red Cross. *Guide on Community Education*

- Colombian Red Cross Society. *Guide on Community Education*

- Ecuadorian Red Cross. *Guide on Community Education*
First Aid Kit

1. Medicines should not be within the reach of children. This could be dangerous.

2. Let’s prepare a box or home first aid kit with:
   - Scissors
   - Gauze
   - Bandages
   - Plasters
   - Sticking plaster
   - Tweezers
   - Latex gloves
   - Alcohol
   - Thermometer
   - Soap
   - Paracetamol
   - Saline solution
   - Torch or candles
   - Matches
   - A first aid manual

3. We need to check the expiry date of the medicines that we have at home to avoid poisoning.

   Never treat yourself. Consult a doctor
## Emergency Information

**Home Address**

________________________________________

________________________________________

**Telephone**

________________________________________

**Telephone Numbers**

________________________________________

**Red Cross:**

________________________________________

**Nearest Clinic or Hospital**

________________________________________

**Fire Brigade**

________________________________________

**Emergencies**

________________________________________

**Police**

________________________________________

**Taxi (24 hours)**

________________________________________

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<tr>
<th>Name</th>
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**Family Members**

________________________________________

________________________________________

________________________________________

**Neighbours**

________________________________________

________________________________________

________________________________________

**Family doctor**

________________________________________

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Information or special precautions (if you need medicine on a regular basis or occasionally, please write down the name of the medicine and the dose required).