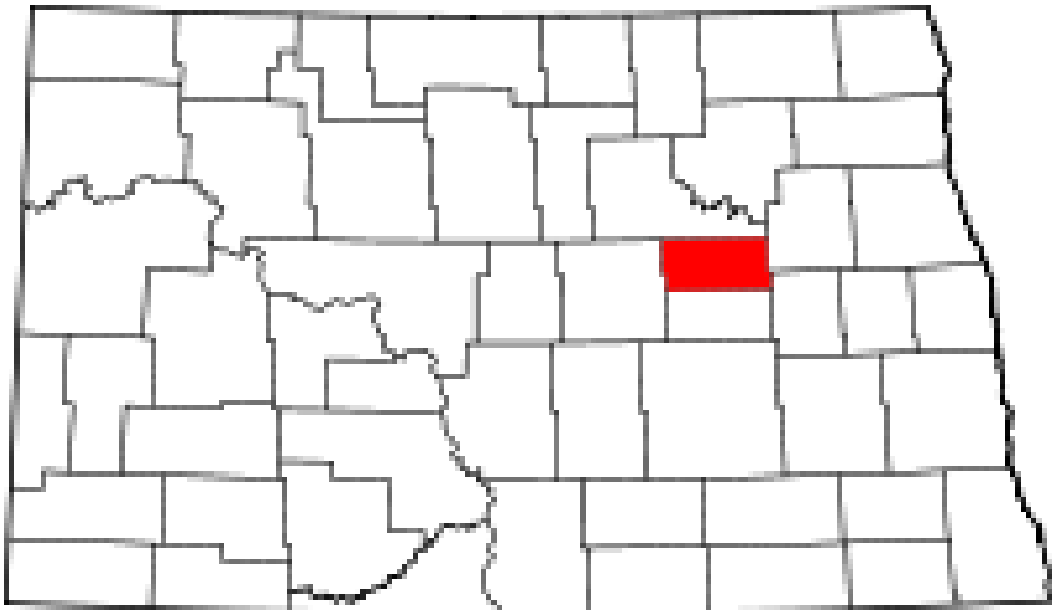


# Are You Prepared?

An Emergency Guide for Eddy County, North Dakota



Eddy County  
Emergency Management

## Table of Contents

Information Resources.....	3
Build an Emergency Preparedness Kit.....	5
Make a Plan.....	6
Disaster Preparedness for People with Disabilities.....	7
Community Notifications.....	8
Lightning and Thunderstorms.....	9
Tornadoes.....	10
Winter Storm and Extreme Cold.....	11
Public Health Emergencies.....	12
Pandemics.....	13
Natural Gas and Pipeline Emergencies.....	14
Heat Waves.....	15
Flash Flooding and Floods.....	16
Chemical Emergencies.....	17
Electrical Blackouts.....	18
Fire Safety.....	19
Wild Fires.....	20
Water and Electricity Emergencies.....	21
Pets and Disasters.....	22
Injuries.....	23
Evacuations and Community Shelters.....	24
Shelter-in-Place.....	25
If You See Something, Say Something.....	26
Calling 9-1-1.....	27
Purpose.....	28

**If you need emergency assistance, call**

**9-1-1**

## **Local Resources**

### **Community Ambulance Service**

9-1-1 or 701-947-2355

[www.newrockfordambulance.com](http://www.newrockfordambulance.com)

### **New Rockford Fire and Rescue**

9-1-1

### **Sheyenne Fire Department**

9-1-1

### **Community Health Center**

1-800-532-8623 or 701-652-2515

[www.carringtonhealthcenter.org](http://www.carringtonhealthcenter.org)

### **Eddy County Courthouse**

701-947-2434

### **Eddy County Sheriff Department**

9-1-1 or 701-947-5515

### **LRDHU Eddy County Public Health**

701-947-5311

### **Eddy County Emergency Management**

701-947-2434 or 701-302-8279

[thompsonlm@nd.gov](mailto:thompsonlm@nd.gov)

### **Central Prairie Social Services**

701-947-5314

### **Eddy County Housing Authority**

701-947-2434

### **American Red Cross**

1-800-252-6746

[www.redcross.org](http://www.redcross.org)

# Additional Resources

## Information and Referral Services

Call 2-1-1 or 701-235-7335

## Suicide Lifeline

1-800-273-8255

[www.myfirstlink.org](http://www.myfirstlink.org)

## Lake Region Human Services Center

701-665-2200 or 1-888-607-8610

Crisis Hotline 701-662-5050

[www.nd.gov/dhs](http://www.nd.gov/dhs)

## ND Department of Emergency Services

1-800-773-3259

[www.nd.gov/des](http://www.nd.gov/des)

## ND Department of Health

1-800-472-2180

[www.ndhealth.gov](http://www.ndhealth.gov)

## ND One Call

8-1-1 or 1-800-795-0555

[www.ndonecall.com](http://www.ndonecall.com)

## ND Road Report

5-1-1

[www.dot.nd.gov](http://www.dot.nd.gov)

## Poison Control

1-800-222-1222

[www.ndpoison.org](http://www.ndpoison.org)

## National Weather Service – Grand Forks Office

701-772-0720

## Preparedness Resources

[www.ready.gov](http://www.ready.gov)

## Salvation Army

701-252-0209

# Build an Emergency Preparedness Kit

Emergencies can occur quickly and without warning. Prepare for the unexpected by assembling a kit to help you deal with a variety of different emergencies.

## **Suggested items for your kit**

- ✓ Bottled water. Include 1 gallon of water per person for at least 3 days
- ✓ First aid kit and essential medications
- ✓ Sanitation items
- ✓ Blankets
- ✓ Duct tape & plastic sheeting
- ✓ All hazards weather radio
- ✓ Battery powered radio
- ✓ Flashlight
- ✓ Extra batteries
- ✓ Canned food and can opener
- ✓ Extra warm clothing, including boots, hats and gloves
- ✓ Red or bright colored clothing
- ✓ Backup power supply for required medical equipment

## **Additional items for vehicles**

- ✓ Fire extinguisher
- ✓ Booster cables and tow rope
- ✓ Compass & road maps
- ✓ Shovel
- ✓ Tire repair kit and pump
- ✓ Road flare
- ✓ Small tool kit
- ✓ Non-perishable, high-energy snacks

## **Get a Kit, Make a Plan, Be Informed**

Search the app store for American Red Cross FREE Emergency app or text **GETEMERGENCY** to 90999

## Make a Plan

Individuals, families and businesses have a responsibility to prepare themselves for emergencies or disasters that may strike. A disaster plan will minimize property loss and injury and help with recovery.

### **Hoping for the best is NOT a plan!**

#### **What you can do to be prepared:**

- ✓ **Escape Routes:** Draw a floor plan of your home or business and mark escape routes for each room
- ✓ **Meeting Place:** Have a predetermined meeting place away from your home or business. Include pets in your plan
- ✓ **Emergency Communication Plan:** Your family or co-workers may not be together when disaster strikes. Plan how you will contact each other. Choose someone out-of-town who can relay information. Make sure every person has all of the contact names, numbers and email
- ✓ **Insurance and Vital Records:** Obtain or update property, health and life insurance. Review existing policies for sufficient coverage to meet your needs
- ✓ **Special Need:** If you or someone close to you has a disability or a special need, create a network of neighbors, relatives, friends or co-workers that can provide aid in an emergency.

### **Practice Your Plan!**

# Disaster Preparedness for the Disabled

## **Develop Your Network**

Assess what your capabilities are for your best and worst days to care for yourself. Will you need help in the case of a disaster? What will you need help with and who can provide that help to you? Consider family, co-workers, friends and at least one person who lives outside of your community. This team becomes your network.

### **Make sure your network:**

- ✓ Communicates and understands your needs
- ✓ Has a key or access code to enter your home
- ✓ Knows where your emergency kit is
- ✓ Knows how to evacuate you from your home
- ✓ Knows how to administer your medications, operate your medical equipment and use any life saving devices
- ✓ Keep your network updated as your abilities change
- ✓ Make sure your network members has all contact information for other network members
- ✓ Practices your plan

### **Additional items to be added to the disaster supply kit listed on page 6 of this booklet are**

- ✓ Dressing, writing and eating devices
- ✓ Medications, oxygen and medical devices, including a list of health care providers.
- ✓ Care instructions and a list of your network members with contact information
- ✓ Wheel chair, cane, walker and repair supplies
- ✓ Glasses and hearing aids with extra batteries
- ✓ Hygiene items for grooming and sanitation
- ✓ Service animal and their supplies

# Community Notifications

## Sirens

Outdoor warning sirens alert us to severe weather, fire, chemical spills and other community emergencies. Outdoor sirens sound for unsafe conditions, even though skies may be clear. When sirens sound, go indoors and turn on your local radio, television or all hazards weather radio to find out what the treat is and how to protect yourself.

A storm **watch** means a storm is possible in your area. When a watch is issued, listen to local radio, television or all hazard weather radio for additional information or go to [www.weather.gov](http://www.weather.gov). Be alert to changing weather conditions and avoid unnecessary travel.

A storm **warning** means a storm is headed for or is already in your area. When a storm warning is issued, stay indoors.

## All Hazard Weather Radio

Having access to an all hazards weather radio provides direct warnings to the public about severe weather and other emergencies.

## Reverse 9-1-1 Calling System (NIXEL)

Reverse 9-1-1 calling provides a quick, efficient and secure way to get neighborhood level information out to community members. All notifications are based on the address registered in the 9-1-1 system. Cell phones **MUST** be registered to receive emergency notifications. Sign up for “up to the minute updates from city agencies by email and cell phone” at [www.nixle.com](http://www.nixle.com)



## Lightening and Thunderstorms

If you can hear thunder, you are close enough to the storm to be struck by lightning. Go to a safe shelter immediately and listen to local radio, television or all-hazards weather radio for more information or instructions.

When a storm approaches, avoid using the telephone and any electrical appliances. Do not take a bath or shower.

If you are outside, stay away from all tall objects, wire fences, machinery, hilltops, telephone poles, power lines, open water or any other conductor which can transmit the electricity to you. If you are boating or swimming, get to land and find shelter immediately!

If you can't find shelter, go to a low-lying area, but be aware of potential flash flooding. Seek an open place away from trees, poles or metal objects. Squat low to the ground, place your hands over your ears and your head between your knees. Make yourself the smallest target possible to minimize your exposure to the ground. If you are with other people, spread out.

### **Do not lie flat on the ground!**

After the storm passes, stay away from storm-damaged areas. Listen to local radio, television or all-hazards radio for more information or instructions.

**If someone has been struck by lightning, they do not continue to carry an electrical charge and can be handled safely. Call 9-1-1 and give first aid.**

## Tornadoes

If a tornado is heading your way, find a safe place where family members can gather.

**If you are in a sturdy building**, basements are the best. If you don't have a basement, choose a center hallway, bathroom or closet on the lowest floor.

**If you are outside**, go to the nearest sturdy building or lie flat in a ditch or low-lying area and cover your head for protection.

**If you are in a car or mobile home**, get out immediately and head for a sturdy building.

After the tornado, watch for fallen power lines and stay out of damaged areas. Listen to local radio, television or all-hazards radio for instructions.

## Downed Power Lines

If you come across a downed power line, leave the area immediately and call 9-1-1.

**If you are in a vehicle when a power line falls on to it, wait inside the vehicle until help arrives. If you must leave the vehicle because of fire or life-threatening injury:**

- ✓ **Leap** from the vehicle landing on both feet
- ✓ Do **NOT** hold on to the door while leaping
- ✓ Once on the ground, **hop away**, do not run

# Winter Storms and Extreme Cold

Avoid going outdoors during a storm. If you must, wear several layers of lightweight clothing, this will keep you warmer than a single heavy coat. Cover your mouth to protect your lungs from cold air.

## **Avoid traveling during a storm. If you must travel, be prepared.**

- ✓ Carry an emergency preparedness kit in your car
- ✓ Keep your car's gas tank full
- ✓ Let someone know your destination, route and estimated time of arrival

## **If you are stranded in a storm:**

- ✓ Stay with your car. Do not try to walk to safety
- ✓ Tie a bright colored, preferably red, cloth to the vehicle's antenna
- ✓ Keep one window on the side away from the wind slightly open to allow air in
- ✓ Leave the overhead light on when the engine is running so that you can be seen
- ✓ As you sit, move your arms and legs to keep blood circulating, to stay warm and prevent hypothermia and frostbite

## **Hypothermia occurs when a person's body temperature lowers dramatically.**

- ✓ Signs of hypothermia are shivering, numbness, disorientation, glassy stare, slurred speech, drowsiness and loss of consciousness
- ✓ Care for hypothermia includes moving to a warm place, removing wet clothing and wrapping in warm blankets. Give warm liquids. Avoid alcohol and caffeine.

## Public Health Emergencies

Public health emergency situations range from man-made threats to natural disasters. Infectious disease outbreaks are another type of public health emergency that can occur naturally or due to an intentional act.

Lake Region District Health Unit – Eddy County Public Health has plans in place to distribute life-saving medications and give vaccinations to the general public during a public health emergency.

The location where medication or vaccines are given to the general public is called a Point of Dispensing (POD). The POD location, hours of operation and what you should bring with you (i.e. identification / insurance) will be announced publicly through local radio, television or newspaper at the time of the emergency.

### **If you are advised to come to a POD in response to an emergency, here is what to expect**

- ✓ Fill out a form or forms for everyone in your household
- ✓ Show forms to a public health worker
- ✓ Receive vaccination or medication and directions

# Pandemics

A pandemic occurs when a new type of virus spreads easily from person to person causing a global outbreak, serious illness and even death.

Seasonal flu is a respiratory illness (NOT the stomach flu) that can be transmitted person to person. Most people have some immunity and a vaccine is available for seasonal influenza.

In a severe pandemic, isolation, quarantine, cancellation of events and other social distancing measures may be implemented by health authorities to slow the spread of illness. **Isolation** means separating ill people from well people. **Quarantine** means keeping people who have or may have been exposed, but are not yet ill, separated from others.

## **What to do before and during a pandemic:**

- ✓ STAY HOME if you or family members are sick
- ✓ Always cover coughs and sneezes with your elbow or a tissue
- ✓ Wash hands often with soap and water for at least 20 seconds or use a hand sanitizer
- ✓ Have an emergency preparedness kit. Plan for not being able to leave your home for a period of days or weeks
- ✓ Have a family plan for if schools and daycares are closed
- ✓ Ask your employer what plans are in place for your workplace
- ✓ Know how to care for sick family members at home

# Natural Gas & Pipeline Emergencies

You can help prevent natural gas and pipe line emergencies by calling 1-800-795-0555 or 8-1-1 before you dig on your property. This will help you avoid hitting any buried lines

**If you smell gas outdoors**, move away from the area until you no longer smell the gas and call 9-1-1. Do not return to the area until authorities tell you it is safe to do so.

**If you smell gas indoors or a hear a hissing or blowing sound**, open a window and leave immediately, leaving doors open to help ventilate the building. Do not use light switches, electrical appliances or phones in the affected home or building. Extinguish cigarettes and do not light matches. Turn off the main gas valve from the outside, if you can. Move away from the area until you no longer smell gas and call 9-1-1. Do not return to the area until appropriate authorities tell you it is safe to do so.

**Turning gas back on** is only allowed by qualified professionals who are authorized to turn gas services back on. Do not smoke or use oil, gas lanterns, candles or torches for lighting inside a damaged home or business until qualified professionals have determined there is no leaking gas or other flammable materials present.

# Heat Waves

## **Dangers we face during periods of very high temperatures:**

- ✓ **Heat Cramps** – Muscular pains and spasms can be early signs that the body is having trouble with the heat
- ✓ **Heat Exhaustion** – Signals of heat exhaustion are cool, moist, pale, ashen or flushed skin, headache, nausea, dizziness, weakness, exhaustion and heavy sweating
- ✓ **Heat Stroke** – Heat stroke is life-threatening. Signals of heat stroke are red, hot dry skin, changes of the level of consciousness and vomiting.

## **If a heat wave is predicted or happening:**

- ✓ Slow down. Avoid strenuous activity, especially during the warmest part of the day
- ✓ Stay indoors as much as possible
- ✓ Wear light weight, light-colored clothing
- ✓ Drink plenty of water regularly and often. Avoid caffeinated and alcoholic beverages
- ✓ Eat small meals and eat more often

## **Care for heat related emergencies:**

- ✓ Move the person to a cool place
- ✓ Loosen tight clothing
- ✓ Remove perspiration-soaked clothing
- ✓ Fan the person
- ✓ Apply cool, wet towels to the skin
- ✓ If the person is conscious, give small amounts of cool water to drink
- ✓ If their condition does not improve, call 9-1-1

## Flash Flooding and Floods

When a **flash flood or flood watch** is issued, it means flooding is possible. Consider moving your valuables to higher floors in your home. Prepare for possible evacuation.

When a **flash flood or flood warning** is issued, it means flooding has been reported or is imminent. Listen to local radio, television or all-hazard weather radio for information. Move to higher ground away from rivers, streams, creeks and storm drains.

When an **urban and small stream advisory** is issued, flooding of small streams, streets and low-lying areas such as underpasses and urban storm drains is occurring. Avoid low-lying areas and flooded streets.

### **After a flood:**

- ✓ Throw away any fresh food item that has come in to contact with flood waters
- ✓ If advised, boil drinking water before using
- ✓ Do not visit disaster areas. Your presence will hamper rescue and other emergency operations.
- ✓ Electrical equipment should be checked and dry before returning to service
- ✓ Use flashlights to examine building. Do not use lanterns, torches or matches because flammables may be present
- ✓ Report broken utility line to the appropriate utility companies



# Chemical Emergencies

Under certain conditions, chemicals can be poisonous or have a harmful effect on your health. Some chemicals, which are safe and even helpful in small amounts, can be harmful in larger quantities or under certain conditions. Chemical accidents do happen, at home and in the community, and may involve fire or explosion. You may be unable to see or smell anything, yet be in danger.

You may be exposed to a chemical in three ways:

- ✓ Breathing the chemical
- ✓ Swallowing contaminated food, water or medication
- ✓ Touching the chemical or coming in to contact with clothing or things that have touched the chemical

The most common home chemical emergencies involve small children ingesting medications. Keep all medicine, cosmetics, cleaning products and other household chemicals out of sight and reach of children.

When dealing with chemicals:

- ✓ Always read the directions before using a product
- ✓ Do not mix household chemicals
- ✓ Never smoke while using chemicals
- ✓ If there is a chemical spill, ventilate area and clean up immediately while protecting eyes, nose, mouth and skin. Remove contaminated clothing and flush area for 20 minutes with cool water
- ✓ Never store chemicals in household containers
- ✓ Always stay upwind or upstream of a large-scale release and seek shelter

**If someone ingests a chemical, find the container and call the Poison Control Center at 1-800-222-1222 or 9-1-1**

# Electrical Blackouts

## **Before the electrical blackout.....**

- ✓ Locate the manual release for all garage doors with electric garage door openers attached and educate yourself on the proper use
- ✓ Have an alternate power source available for electric and battery-operated medical equipment
- ✓ Have at least one corded phone in your home. Most cordless phones will not work in a power outage

## **During the blackout.....**

- ✓ Use a flashlight for emergency lighting. Candles will increase your risk of a house fire dramatically
- ✓ Turn off electrical equipment you were using when the power went out. Leave one light on so you will know when power returns.
- ✓ Avoid opening the refrigerator or freezer. Most medications that require refrigeration can be kept in a closed refrigerator for several hours.
- ✓ NEVER use outdoor cooking devices indoors to prevent carbon monoxide poisoning
- ✓ Don't run a generator inside a home or garage. Connect all appliances you want to run directly to the outlets on the generator and not through the houses electrical system
- ✓ Listen to a battery operated radio for the latest information.

# Fire Safety

**Install a smoke detector** outside of each sleeping area and on every level of your home. If people in your home sleep with doors closed, install smoke detectors inside sleeping areas. Test smoke detectors once a month and replace all batteries at least once a year.

**Have one or more fire extinguishers in your home.** Fire extinguishers are only useful in small, contained fires. Contact your local fire department for advice on which types work best and how to use them.

## **Plan your escape routes:**

- ✓ Determine at least two ways to escape from each room of your home
- ✓ Escape ladders should be available for sleeping areas above the ground level floor. Egress windows should be installed on lower and basement levels
- ✓ Select a meeting location for the family after escaping and educate everyone in the family on the location of the meeting area
- ✓ Practice your escape plan at least twice a year with all members of your household

## **Escape safely**

If you see smoke or fire in your first escape route, use your second way out. If you must exit through smoke, crawl low under the smoke to your exit. If you are escaping through a closed door, feel the door with the back of your hand before opening it. If it is warm, use an alternate route. If smoke, heat or flames block your exit routes and you cannot escape through a window, stay in the room with the door closed. Signal for help using a bright colored cloth at the window. If you have access to a phone, call 9-1-1.

# Wildfires

Wildfires often begin unnoticed. They spread quickly igniting brush, trees and homes. Please are the cause of most wildfires.

## **Reduce the risk of a wildfire occurring:**

- ✓ Adhere to any burning bans that may be in effect. Call 9-1-1 to report grass fires
- ✓ Teach children about fire safety. Keep matches and lighters out of reach
- ✓ Design and landscape your home with wildfire safety in mind. Select materials and plants that can help contain fire rather than fuel it. Use fire resistant and non-combustible materials on the roof and exterior structure of the building. Plant fire resistant shrubs and trees.
- ✓ Create a 30 to 50 foot safety area around your home. Rake leaves and twigs. Clear all flammable vegetation. Remove branches that extend over the roof. Ask the power company to clear branches from power lines. Remove vines from the walls or homes and move grass regularly. Clear a 10 foot area around propane tanks and the grills. Stack firewood at least 100 feet away and uphill from your home or business.
- ✓ Plan your water needs. Maintain an adequate outside water source. Have a garden hose long enough to reach any area on your property. Install exterior water outlets on at least two sides of the home.
- ✓ **If an evacuation order is issued, leave immediately!**

# Water and Electricity Emergencies

## Water

Water is a vital resource. Make sure your emergency kit has 1 gallon of water per person for at least 3 day.

## Water Supply to Your Home

Before an emergency happens:

- ✓ Locate the shut off valve for the water line that enters your home
- ✓ Label the water valve with a tag for easy identification
- ✓ Make sure all household members know where the water shut off valve is located
- ✓ Check to make sure the water valve can be completely shut off. If the valve cannot be closed, have the valve replaced

## Community / Rural Water

If the water supply is affected, follow directions from local authorities

## Water Wells

If you suspect that your well may be contaminated, contact Lake Region District Health Unit at 701-662-7035 or the North Dakota Environmental Health Section at 701-328-5150 for guidance.

## Electricity

Teach all responsible household members where and how to shut off the electricity. **NEVER** shut off or turn on electricity while standing in water

## Pets and Disasters

If you evacuate, the best way to protect your pets is to evacuate them too. Leaving pets behind, even if you try to create a safe place for them, is likely to result in them being injured, lost or worse.

### **Have a safe place to take your pets...**

Community shelters may not accept pets because of state regulations and other considerations. Service animals that assist people with disabilities are the only animals allowed in Red Cross community shelters.

- ✓ Keep a list of “pet friendly” places, including phone numbers
- ✓ Ask relatives, friends or others outside the affected area whether they could shelter your animals in their homes
- ✓ Bring all pets in to the house when an emergency begins so that you won’t have to search for them if you have to leave in a hurry
- ✓ Make sure all dogs and cats are wearing collars and securely fastened, up-to-date identification

Birds and house lizards should be transported in a secure travel carrier. Have a photo for identification and leg bands. Bring plenty of paper towels to collect waste in the bottom of the cages.

Snake can be transported in a pillowcase but they must be transferred to more secure housing when they reach the evacuation site. Take a water bowl large enough for soaking as well as a heating pad.

Small mammals (hamsters, gerbils, etc.) should be transported in secure carriers. Take bedding materials, food bowls and water bottles.

# Injuries

Injuries are common in everyday situations and in disasters. These are simple steps you can take to comfort those who are hurt and prevent further harm.

## **Initially, perform the following steps:**

- ✓ Check for responsiveness
- ✓ Call 9-1-1
- ✓ Provide care

In a disaster, emergency assistance may be delayed. Until help arrives, utilize a first aid kit and the following basic care tips listed below.

### **Severe Bleeding and Wounds**

- ✓ Cover wound with a clean cloth, bandage, etc. Add more cloth if blood soaks through. Never remove bandage once applied
- ✓ Apply direct pressure to the wound or blood vessel
- ✓ Keep pressure on wound until help arrives

### **Fainting, Unconsciousness and Shock**

- ✓ Have victim lay down
- ✓ Place victim on side if unconscious
- ✓ Keep victim comfortable, not hot or cold
- ✓ Treat other injuries, if necessary

### **Burns: Thermal or Chemical**

- ✓ Immerse burned area in cold water
- ✓ Flood chemical burn with cool water for 20 minutes
- ✓ Cover burn with dry bandage. Do NOT use ice or ointments
- ✓ Do not break blisters or remove clothes stuck to skin

### **Fractures and Sprains**

- ✓ Keep victim still
- ✓ Treat bleeding, breathing and shock first
- ✓ Keep injured area immobile and don't move victim

# Evacuation and Community Shelters

## Evacuation

Evacuation orders may be issued when an emergency or disaster threatens. Listen to local radio, television or all hazard weather radio when an emergency arises. If local officials direct you to leave your home or business, **DO SO IMMEDIATELY!**

**As you evacuate remain calm and take the following items with you:**

- ✓ Emergency preparedness kit
- ✓ Current medical supplies, prescriptions, testing supplies, etc.
- ✓ Extra blankets and pillows
- ✓ Eyeglasses
- ✓ Extra clothing, be mindful of weather conditions
- ✓ Pets and their supplies along with a list of “pet friendly” places
- ✓ Car keys, personal identification and a small amount of cash

## Community Shelters

Community shelters may be opened in certain emergencies or disasters. Listen to local radio, television or all hazards weather radio for community shelter locations.

- ✓ Don't assume community shelters will have everything you need. In most cases, the shelter will provide only emergency items such as meals, cots and blankets
- ✓ Pets are usually NOT permitted in community shelters due to health reasons. Exceptions may be made for service animals



## Shelter-in-Place

One of the instructions you may be given when hazardous materials have been released into the atmosphere is to “shelter-in-place”. This is a precaution aimed at keeping you safe while remaining indoors. **Shelter-in-place means selecting a small interior room in your home or place of employment with no or few windows and take refuge there.** Shelter-in-place does not mean sealing off your entire home or office.

You might need to shelter-in-place if chemical, biological or radiological contaminants are released into the environment. If this happens, local authorities may alert the public using sirens. Listen to local radio, television or all-hazards weather radio for more information.

### Know how to shelter-in-place:

- ✓ Close and lock all windows and exterior doors
- ✓ If there is danger of explosion, close window shades, blinds and curtains
- ✓ Turn off fans, heating and air conditioning systems
- ✓ Close fireplace dampers
- ✓ Get your emergency preparedness kit and radio.  
Proceed to an interior room without windows on the ground level with everyone including pets
- ✓ Place wet towels under the cracks of doors. Use duct tape and plastic sheeting/bags to seal all cracks around the door and vents within the room
- ✓ Listen to your radio or television until you are told all is safe

## If You See Something, Say Something

“If You See Something, Say Something” is a national campaign that raises public awareness of the indicators of terrorism and terrorism activity to state and local law enforcement.

Suspicious activity includes:

- ✓ **Unusual items or situations:** A vehicle is parked in an odd location, a package/luggage is unattended, a window/door is open that is usually closed or other out of the ordinary situations occur
- ✓ **Eliciting information:** A person questions individuals at a level beyond curiosity about a building’s purpose, operations, security, personnel and/or shift changes
- ✓ **Observations/surveillance:** Someone pays unusual attention to facilities or buildings beyond casual or professional interest. This includes extended loitering, unusual repeated and/or prolonged observations, taking note or measurements, counting paces or sketching floor plans.

Some of these activities could be innocent. It is up to law enforcement to determine whether the behavior warrants an investigation.

To report suspicious activity, contact your local law enforcement or dial 9-1-1. Describe what you observed, including:

- ✓ **Who** or **what** you saw
- ✓ **When** you saw it
- ✓ **Where** it occurred
- ✓ **Why** it’s suspicious

## Calling 9-1-1

Most people will call 9-1-1 only once or twice during their lifetimes. Having the necessary information will help the 9-1-1 operator in sending the appropriate help quickly. It can be a frightening experience, but there are several precautions that you can take to make the process run smoothly for you and the 9-1-1 operator.

- ✓ **Don't panic:** Obviously, when you are making a call to emergency services, you are in an emergency, and have a lot of adrenaline flowing through your veins. This can impede your speech and may cause you to talk too fast, too slow or stutter.
- ✓ **Remove yourself from danger:** Get away from the immediate danger.
- ✓ **Find a phone:** Preferably a landline to help determine your location.
- ✓ **Call 9-1-1:** Dial 9-1-1 and stay on the line until an operator answers. Once the operator answers, listen and answer all questions as calmly as possible.
- ✓ **Know your location:** Look for landmarks, street signs and buildings.
- ✓ **Teach children how to call 9-1-1:** Teach children the appropriate use of 9-1-1. Children need to know their name, parent's name, telephone number, but most importantly, their address. Teach them to follow all instructions from the operator and to not hang up until told to.
- ✓ **Prank calls to 9-1-1 waste time, are illegal in North Dakota and could cause the loss of life.**

The primary purpose of this guide is to provide Eddy County residents information regarding actions that can be taken to save lives, reduce injury and protect property in the event of an emergency or disaster.

Use this guide before an emergency occurs to:

- ✓ Understand potential dangers
- ✓ Learn the emergency actions necessary to prepare for an emergency
- ✓ Plan and prepare for an emergency or disaster

Please keep this guide for future reference.

Electronic versions of this guide are available online at [www.cityofnewrockford.com/eddycounty](http://www.cityofnewrockford.com/eddycounty) under the Emergency Management section.

## Ready In 3

“**Ready in 3**” focuses on three steps you can take to prepare for many kinds of emergencies.

Three steps to prepare for an emergency:

1. Create a **PLAN**
2. Prepare a **KIT**
3. Be **INFORMED**