

# 紧急事件计划

## Plan for an Emergency

An emergency may be a tornado, house fire, flood or bombing. Plan ahead to help protect you and your family and limit the effects of an emergency.

Use these three steps to prepare:

1. **Make a plan** for you and your family.
2. **Prepare an emergency kit** of supplies for your home, work and car.
3. **Listen for information** about what to do and where to go during an emergency.

### Step 1. Make a Plan

Make an emergency plan for you and your family. Talk to your family about this plan. Your family may need to stay home or they may need to leave to go to a safer place. Decide how your family members will contact each other. You may decide to have each member of your family contact one person by phone or e-mail. An out of town contact may be best since a local contact may also be involved in the disaster or local phone services may not be working. Plan a meeting place for your family and how each person will get there.

Your plan should also include:

- An emergency phone and e-mail contact list. Share it with family members, work, schools and child care centers.
- Someone to care for your children at home in case you cannot be there or you become ill.
- A local and an out of town emergency contact.

紧急事件可能是龙卷风、房屋失火、水灾或爆炸。请提前计划以帮助保护你和你的家庭并限制紧急事件的影响。

使用此三步骤作准备：

1. 给你和你的家人**制定一个计划**。
2. 为你的家中、工作地和车上**准备一个紧急事件用品包**。
3. **请收听**紧急事件期间该做什么和该去哪里的信息。

### 第 1 步. 制定一个计划

为你和你的家庭制定一个紧急事件计划。对你的家人说一说这个计划。你的家人可能需要呆在家中，或可能需要离家到一个更安全的地方。请定好你的家庭成员将如何彼此联络。你可决定每一家庭成员通过电话或电子邮件和一个人联络。一个外地联络人可能是最好的，因为当地联络人可能也被卷入灾害之中，或当地电话服务可能会中断。为你的家人计划一个碰头的地方，以及每个人将如何到达碰头地点的办法。

你的计划也应该包括：

- 一个紧急事件电话和电邮联络单。请给家人、工作地、学校和托儿所各一份。
- 某个当你万一不能在场或你生病时可在家照顾你孩子的人。
- 一个当地和外地的紧急事件联络人。

- Health information for each member of the family including date of birth, blood type, allergies, past and current medical problems, current medicines and dosages, medical equipment and copies of medical insurance cards.
- Doctors' names and phone numbers.
- Locations of hospitals near work, school and home and their phone numbers.
- Locations of local and state health departments and their phone numbers.
- Pharmacy name and phone number.
- Religious or spiritual information.
- Someone to care for your pets in case you cannot be there or you become ill. Keep your pets up to date on vaccines and have a copy of your pets' vaccine records in case they need to go to a shelter.
- Pets' veterinarian name and phone number.
- 每位家人的健康信息, 包括生日、血型、过敏反应、过去和现在的病况、目前用药和剂量、医用器具以及医疗保险卡的影印件。
- 医生名字和电话号码。
- 靠近工作地、学校和住家的医院地点和其电话号码。
- 当地和州卫生部门的地点和电话号码。
- 药店名和电话号码。
- 宗教或信仰方面的信息。
- 某个当你万一不能在场或你生病时可照顾你宠物的人。及时给你宠物打疫苗, 准备一份宠物疫苗记录的影印件, 以防万一宠物需要去一个看护所。
- 兽医名字和电话号码。

## Plan Ahead for Special Situations

- **Children in child care centers or schools** – Most schools and child care centers have emergency plans and practice fire, earthquake and tornado drills. Make sure the child care center or school has your current work, home and cell phone numbers and e-mail address. Be sure to ask:
  - How parents will be contacted in an emergency.
  - What steps will be taken to protect your children.
  - If extra water, food and first aid supplies are stored on site.
  - How the school plans to keep exposed children away from other children.
  - Where the children will be taken if they must evacuate.

## 为特殊情形提前计划

- **托儿所或学校的孩子**—大多数学校和托儿所都有紧急事件计划以及火灾、地震和龙卷风演习。请保证托儿所或学校有你目前的工作地、家和手机的电话号码和电邮地址。请务必询问：
  - 家长在紧急事件中如何将如何得到联络。
  - 会采取哪些步骤保护你的孩子。
  - 现场是否储存了额外的水、食物和急救用品。
  - 学校计划如何使遭灾的孩子远离其他孩子。
  - 如必须疏散, 孩子将会被带去哪里。

- **Work** – Check with your employer about work policies and emergency plans. Make plans for your family if you have to go to work.
- **People with special needs** – Wear a medical alert tag or bracelet that lists your health care needs. Make a plan for someone to help during an emergency. This person will need to get into your home and know how to provide care.
  - For those who are living at home, keep extra medicines and supplies.
  - For those who need dialysis or other life-sustaining treatment, know the location of more than one facility where you can get care.
  - For those who are living in a special care center, the facility should have an emergency plan.
- **Safe shelter** – If there is an emergency where poisons are in the air, you may be told to stay inside. Turn off all furnaces, air conditioners and fans. Close vents. Close and lock all doors and windows. Listen to the television or a battery powered radio for information.
- **Pets** – Make a supply kit for your pet that includes food, water, medicine, a carrier, leash and litter (for cats). Be prepared to bring your pet with you, or to have someone care for your pet. Keep your pets' vaccines up to date and keep their tags on their collars.
- **工作地**—就工作政策和紧急事件计划询问你的雇主。如果你必须去上班, 请为你的家人制定一个计划。
- **有特殊需要的人**—戴一个列出你医护需求的医用警示标签或腕带。制定一个某人可在紧急事件期间帮忙的计划。此人将需要进入你家并知道如何提供护理。
  - 那些住在家中的人, 请备好额外药物和用品。
  - 那些需要做透析或其他维持生命治疗的人, 请了解多个你能得到护理的医疗地的地点。
  - 那些住在特别护疗中心的人, 此地应有一个紧急事件计划。
- **安全庇护所**—如是毒物散在空中的紧急事件, 你可能会被告知呆在室内。关掉所有火炉、空调和电扇。关闭排气口。关闭并锁上所有门窗。收听电视或以电池作电源的收音机, 以得到信息。
- **宠物**—为你的宠物准备一个用品包, 应包括食物、水、药、一个搬运箱, 拴狗带和吸收粗沙粒(用于猫)。准备好要带上你的宠物, 或让某人照顾你的宠物。及时给你宠物打疫苗, 将其标签挂在其脖子上。

## Step 2. Prepare an Emergency Kit

If an emergency happens, you may not be able to get food or water for days or weeks and your electricity may not work. Keep emergency supplies in a container that you can take with you if you need to leave home, such as a large bag or plastic container. Check your supplies every few months for freshness.

Have a **3 day supply** of these items for **each person and pet**.

### Food and Other Items

- Water in clean, sealed plastic containers – store one gallon for each person and pet for each day
- Ready to eat canned meats, fruits and vegetables
- Manual can opener
- Protein and fruit bars
- Dry cereal, granola, nuts and crackers
- Peanut butter
- Dried foods such as dried fruits and dehydrated meals
- Canned juices
- Powdered milk or cans of evaporated milk
- Cans or jars of baby food and baby formula
- Pet food

### Basic Supplies

- Flashlight and extra batteries
- Battery powered radio and extra batteries
- Sleeping bags or blankets
- Baby supplies such as diapers and bottles
- Paper towels and a disinfectant cleaner or a cleaner with bleach. You can mix your own water and bleach solution. Mix ten parts water with one part bleach.

## 第 2 步. 准备一个急救包

如有紧急事件发生, 你可能好几天或好几周都得不到食物或水, 也有可能停电。若你需要离家出外, 请将紧急用品包装在一个你可带走的容器中, 如一个大袋子或塑料容器中。每隔几个月查看一下用品是否仍新鲜。

**为每人和每个宠物就以下各项准备3天的供给。**

### 食物和其他项

- 水装在干净、密封塑料容器中—为每人每宠物每天储存 1加仑水
- 打开即食的罐头肉类、水果和蔬菜
- 手动开罐器
- 蛋白质或水果条棒
- 干麦片、格兰诺拉麦片、坚果和饼干
- 花生酱
- 干食物, 如干果和脱水餐
- 罐装果汁
- 奶粉或罐装炼乳
- 罐装或瓶装婴儿食品和婴儿配方奶
- 宠物食品

### 基本用品

- 手电筒和备用电池
- 用电池作电源的收音机和备用电池
- 睡袋或毯子
- 婴儿用品, 如尿布和奶瓶
- 擦手纸和消毒清洁剂或含漂白剂的清洁剂。你也能自己混合水和漂白剂溶液。混合十份水和一份漂白剂。

- Tissues and toilet paper
- Feminine hygiene supplies
- Paper plates, plastic silverware and napkins
- Matches in a waterproof container
- Plastic sheets and heavy tape such as duct tape or electrical tape
- Trash bags
- Plastic bucket with tight lid
- Prescription medicines
- Copies of important family documents stored in a waterproof container including identification, health information for each family member, insurance information and birth certificates
- Extra batteries for equipment such as a wheelchair or hearing aids

### First-aid Kit

- Digital thermometer
- Adhesive bandages in different sizes, two and four inch gauze pads, triangular bandages and sterile rolled bandages
- Bandage tape
- Soap and alcohol-based hand sanitizer
- Washcloths and moistened towelettes
- Antibiotic ointment
- Latex gloves
- Scissors, tweezers, a needle and thread and safety pins
- Cotton swabs
- Over the counter medicines to treat fever, pain, stomach problems, coughs, colds and diarrhea

- 纸巾和厕所用纸
- 女性卫生用品
- 纸盘、塑料餐具和餐巾
- 装在防水容器中的火柴
- 塑料布和强力胶带, 如管道胶带或电工胶带
- 垃圾袋
- 有严实盖子的塑料桶
- 处方药
- 装在防水容器中的重要家庭文件影印件, 包括每个家庭成员的身份、健康信息、保险信息和出生证
- 轮椅或助听器等装备的备用电池

### 急救包

- 数字温度计
- 不同尺寸的创口贴、两英寸和四英寸薄纱垫、三角绷带和消毒绷带卷
- 绷带卷
- 肥皂和酒精基的手清洁剂
- 清洗巾和湿清洁巾
- 抗生素软膏
- 乳胶手套
- 剪刀、镊子、针线和别针
- 棉花签
- 治疗发烧、疼痛、胃病、咳嗽、伤风感冒和腹泻的柜台即买药

### **If you need to leave your home, also include these supplies:**

- Clothes and sturdy shoes
- Coats, hats, rain gear and gloves
- Toothpaste, toothbrush and other toiletries
- Prepaid, long-distance calling card
- Keys for your car and house
- Money and a credit card
- Books, playing cards and board games

### **Car Supplies**

Keep a small emergency supply kit in your car at all times with:

- A flashlight with extra batteries
- A sleeping bag or blanket
- Road maps
- First-aid supplies
- Tire repair kit, jumper cables and flares

## **Step 3. Listen for Information**

Local and state officials have plans to protect the public. Stay calm and listen for reports on the television, radio, social media or Internet. Have a radio with extra batteries in case there is no electricity. If there is limited communication, you may need to decide what is best for you and your family.

### **如你需要离开家,也要包括这些用品:**

- 衣服和结实的鞋
- 外衣、帽子、雨具和手套
- 牙膏、牙刷和其他的梳洗用品
- 已预付的长途电话卡
- 你的车和家的钥匙
- 钱和一张信用卡
- 书、纸牌和棋盘纸牌游戏

### **车上用品**

任何时候总是在你的车里放一个小紧急用品包,内装:

- 一个带备用电池的手电筒
- 一个睡袋或毯子
- 公路地图
- 急救用品
- 轮胎修理包、跳线和闪光物

## **第 3 步. 收听信息**

地方和州官员有保护公众的计划。请保持冷静并关注电视、广播电台、社交媒体或互联网的报道。备一台带备用电池的收音机以防停电。如果通讯手段有限,你可能需要决定适用于你和你的家庭的最佳方案。