

# Family Member Locator Plan

## PREPAREDNESS



Advance preparations can help you check on your family more quickly during an emergency. If a disaster strikes without warning during your normal, busy, day how would you locate them?

Do something now to prepare:

- ☞ Make a list of the most logical places to look for each family member: work, school, friends etc. . .
- ☞ Consider all times of the day.
- ☞ Don't forget mobile phone and pager numbers.
- ☞ Add a few friends, co-workers or neighbors just in case.
- ☞ Collect the phone numbers and organize them in a way that makes sense to you.
- ☞ Adapt the chart on the reverse of this flyer to help you organize your family's contact numbers.

### Out-of-State Contact

- Add an out-of-state contact (family or friend) as your contact if local telephone lines are down.
- Instruct all family members to call the out-of-state number and check in if they can't get through on a local telephone line.

Your list is made, now what . . .

- ☞ Make plenty of copies.
- ☞ Share copies with family members both in and outside your household.
- ☞ Keep a copy everywhere you may need it: home (near the phone), in your car, at work etc. . .
- ☞ Share the information with babysitters or other visitors to your home who may need to know.
- ☞ Discuss your plan with your family. Make sure they understand it and how to use it.
- ☞ Update the numbers when appropriate.
  - Check the numbers at least bi-annually, when you change your clocks for instance.

### Establish Physical Meeting Places

Telephones are not the only way to ensure loved ones safety. Pick and discuss two places your family can meet in the event of an emergency:

- ✓ One place outside your home to meet in the event there is a fire in the home
- ✓ One place outside your neighborhood to meet in case you can not return to your home (in the event of an emergency).

<b>Name</b> 		
<b>Parents</b> Name: Address: Phone:	<b>Home</b> Address: Phone:	<b>Spouse's Work Place</b> Name: Address: Phone:
<b>Spouse's Parents</b> Name: Address: Phone:	<b>Neighbor #1</b> Name: Address: Phone:	<b>Child #1</b> Name: School/work: Phone:
<b>Sibling #1</b> Name: Address: Phone:	<b>Neighbor #2</b> Name: Address: Phone:	<b>Child #2</b> Name: School/work: Phone:
<b>Sibling #2</b> Name: Address: Phone:	<b>Neighbor #3</b> Name: Address: Phone:	<b>Child #3</b> Name: School/work: Phone:
<b>Spouse's Sibling</b> Name: Address: Phone:	<b>Out of State Contact</b> Name: Address: Phone:	<b>Child #4</b> Name: School/work: Phone:

