

EARTHQUAKE PREPAREDNESS

What To Do After The Shaking Stops

The following checklist was developed specifically for earthquakes. However, it is also appropriate for other situations that may cause structural damage such as a vehicle colliding into a building, an explosion, or a severe wind storm.

HAVE A PLAN - KNOW WHAT TO DO ... PREPARE IN ADVANCE!

- ❑ **Find out if anyone is injured, dial 9-1-1 and administer first aid until help arrives.**
- ❑ **If you observe damage in your building or think that damage may have occurred, instruct co-workers and customers to leave the building in an orderly manner.** If your building is undamaged, you do not need to evacuate unless there is a policy to do so or you are advised to evacuate by local officials.
- ❑ **Check for fires.** Stay away from large fires. Attempt to extinguish only small fires with an extinguisher.
- ❑ **Check for gas leaks, broken water lines or potential chemical hazards.** Turn off utilities if there is a leak; notify authorities of chemical hazards.
- ❑ **Check for people who might be trapped.** Check storage rooms and restrooms.
- ❑ **Check for and help people who might require special assistance.**
- ❑ **Expect to find doorways and exit routes blocked.** Assign people to clear exits, do not use elevators, make sure exit routes are safe from danger before using.
- ❑ **Seek safety outside.** Instruct those leaving your building to move to pre-designated safe areas away from buildings and other potential hazards.
- ❑ **Conduct a personnel accountability check to make sure everyone is safety out of the building.**
- ❑ **Before sending employees home, make arrangements to get back in contact at a later specified time.**
- ❑ **If possible, secure your facility before leaving.**
- ❑ **Document property damage as soon as possible.**
- ❑ **Expect aftershocks.** Aftershocks can inflict additional damage to weakened structures. Be careful when re-entering damaged buildings.
- ❑ **Determine the safety of your building.** Develop a prior agreement with a structural engineer to inspect your building immediately after an earthquake.

PREPARE ... BECAUSE YOU CARE!