BELMONT EMERGENCY PREPAREDNESS MANUAL

Guide and Handbook

For

Home, Family & Community Preparedness

DISCLAIMER

Every reasonable effort has been made to ensure the accuracy of this book. However, the City of Belmont and its City employees assume no responsibility and disclaim any liability for any injury or damage resulting from the use or effect of the products or information specified in this book.

City of Belmont

One Twin Pines Lane
Belmont, California 94002

BELMONT EMERGENCY PREPAREDNESS MANUAL

TABLE OF CONTENTS

FOREWORD....2
CITIZEN CORPS....3
HOME PREPAREDNESS....3
IDENTIFYING HAZARDS AROUND YOUR HOME....3
OTHER POTENTIAL HAZARDS....5
UTILITIES....6
FAMILY AND NEIGHBORHOOD PREPAREDNESS....9
FAMILY PREPAREDNESS....9
FAMILY REUNIFICATION....9
EMERGENCY PLAN FOR THOSE AT HOME....9
YOUR FAMILY PREPAREDNESS NEEDS....10
EMERGENCY PLAN FOR THOSE AT SCHOOL....16
HOME PROTECTION....16
NEIGHBORHOOD SAFETY AWARENESS....18
THINK YOU CAN HANDLE THE WORST CASE SCENARIO?....20

FOREWORD

Normally one can expect an ambulance, a fire truck, or the police to arrive minutes after the placement of a telephone call. These circumstances will change radically following a major disaster in Belmont. For example, the telephone system may be out of service for hours, perhaps days, and alternative means of communications must be found. The number of homes needing emergency help may vastly outnumber the capabilities of the city, regardless of how well it is prepared. Some people may have to wait hours or days before they receive the help they need.

If we, as residents of Belmont, are willing to apply information learned from disasters suffered by others, then there is much we can do to avoid the need for emergency help. The following guidelines describe effective means for protecting us and our families from serious injuries and the needless loss of our homes and possessions.

This plan has been prepared by the City of Belmont in close cooperation with other agencies. It draws extensively upon emergency plans and advice of cities with similar needs for emergency preparedness.

The goal in this undertaking has been to provide key information to all Belmont residents so that they may take the steps needed to avoid personal injury, minimize the risk of fire and home damage, and become totally self-sufficient for 3 to 5 days in the event of a major disaster.

CITIZEN CORPS

Citizen Corps provides opportunities for people across the country to participate in a range of measures to make their families, their homes, and their communities safer from the threats of crime, terrorism, and disasters of all kinds. Through public education, training opportunities, and volunteer programs, every American can do their part to be better prepared and better protected.

By participating in Citizen Corps programs, you can make your home, you neighborhood and your community a safer place to live. To find out more, please visit the Citizen Corps website, *www.citizencorps.gov* or visit *www.fema.gov*. Activities under Citizen Corps include existing and new federally sponsored programs administered under the Department of Justice (Neighborhood Watch, Volunteers in Police Service, FEMA (Community Emergency Response Teams - CERT), and DHHS (Medical Reserve Corps), as well as other activities that share the common goal of community and family safety.

HOME PREPAREDNESS

IDENTIFYING HAZARDS AROUND YOUR HOME

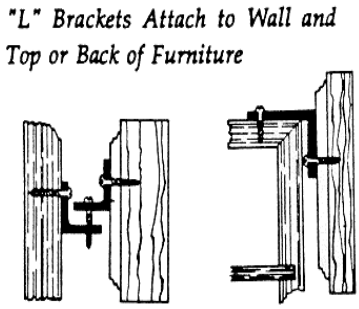
Every family should conduct an earthquake hazard hunt in the home. Foresight, imagination, and common sense are all that are needed as you go from room to room and imagine what would happen when the earth and house start shaking. Look for items of furniture or appliances that are tall or top-heavy, hanging objects such as pictures, mirrors, plants — anything that could hurt you or cause damage if it fell. Smaller unsecured items may become flying missiles or windows may break, causing glass fragments to fly across the room. The risk of injury and loss of property can be reduced by assessing the potential dangers in your home and securing or relocating hazardous objects.

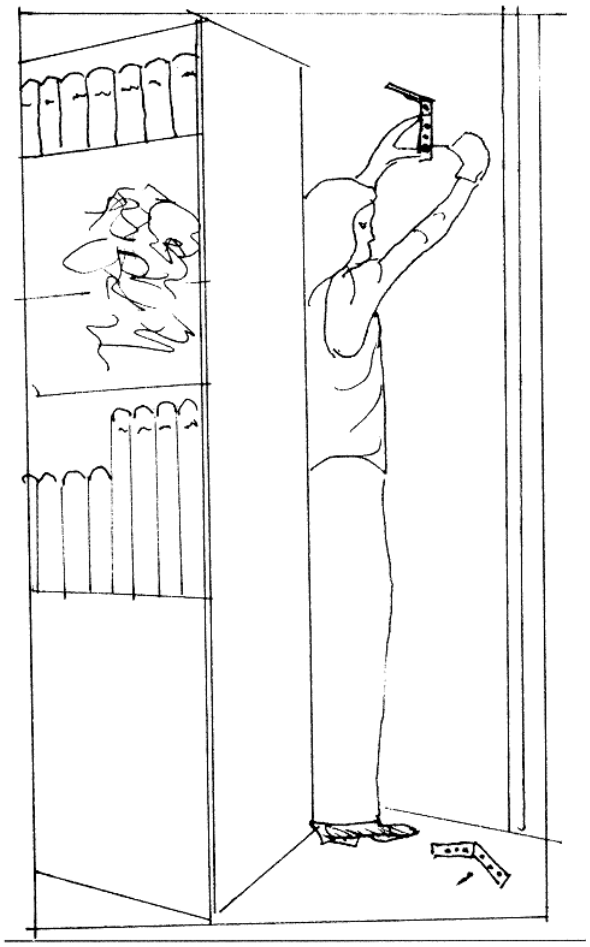
Exit Routes

Keep your exit routes clear in an emergency by moving heavy, unstable objects away from exits. Have rope ladders in second-story rooms. Designate an outdoor family meeting place.

Tall Furniture

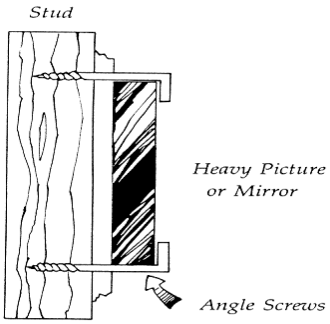
Tall pieces of furniture or equipment should be secured to the wall. Use “L” brackets, corner brackets, or aluminum molding. If the item is located a minimal distance from the wall, corner brackets or eyebolts can be used. Add guardrails on open shelves to keep items from sliding off. Refrigerators should have the rollers removed or locked, and lock piano, bed, and TV rollers as well.





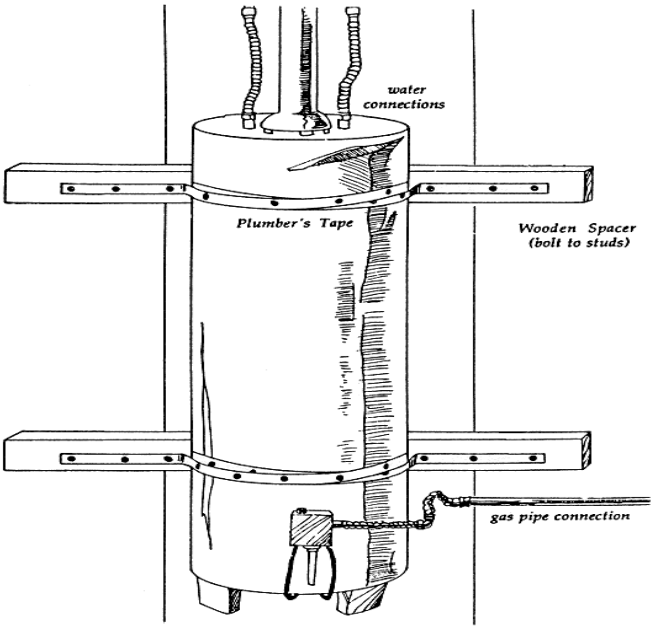
Pictures, Mirrors and Hanging Objects

- Secure hanging objects by closing the opening in the hook.
- Pictures and/or mirrors can be secured by placing angle screws on both sides, top and bottom, then screw into stud.
- With wire through an eye bolt screwed into a stud; OR
- Through an eyebolt, screwed into a stud.



Water

When a water heater is full, this massive object weighs about 400 pounds. Unless supported, it will topple, breaking both the gas and water lines connected to it. Wrap steel plumber's tape twice around the heater at two places, and then secure the tape to two different wall studs with ¼-inch lag screws. Nail a wooden spacer between the heater and the wall to prevent the tank from striking the wall.



OTHER POTENTIAL HAZARDS

Other items of concern should also be identified. While these items may not represent a major threat to the safety of your family or home, they should not be over looked in hazard evaluations.

Breakables

These items are safest placed in low cabinets with secure catches. Pack seldom-used breakables in original boxes or zippered cloth bags.

Bed Placement

You should give careful consideration to where you place the beds in your home. Locate them away from windows or heavy hanging drapes. Anchor bedside lamps or change to nonbreakable ones, and avoid heavy pictures over the bed unless they are bolted to studs.

Toxic Substances

Dispose of all toxic and flammable substances that are no longer required through the San Mateo County Household Hazardous Waste program (650-363-4718). Place pesticides, gasoline, paint thinners, and other toxic substances on the floor, a low shelf, or in a cabinet that is securely fastened to the wall. If placed on a shelf, install a guardrail to prevent the bottles or containers from slipping off the shelf and spilling out onto the floor.

Close lids tightly on all containers and check that they are properly labeled. Store any gasoline (for lawn mowers and other gas-powered equipment) in an approved vaporproof container.

Note: Store ammonia and bleach in different locations. ***If these liquids mix, they create toxic fumes.***

UTILITIES

Check utilities and appliances for leaks or damage. Maintain all gas or electric appliances in good working order.

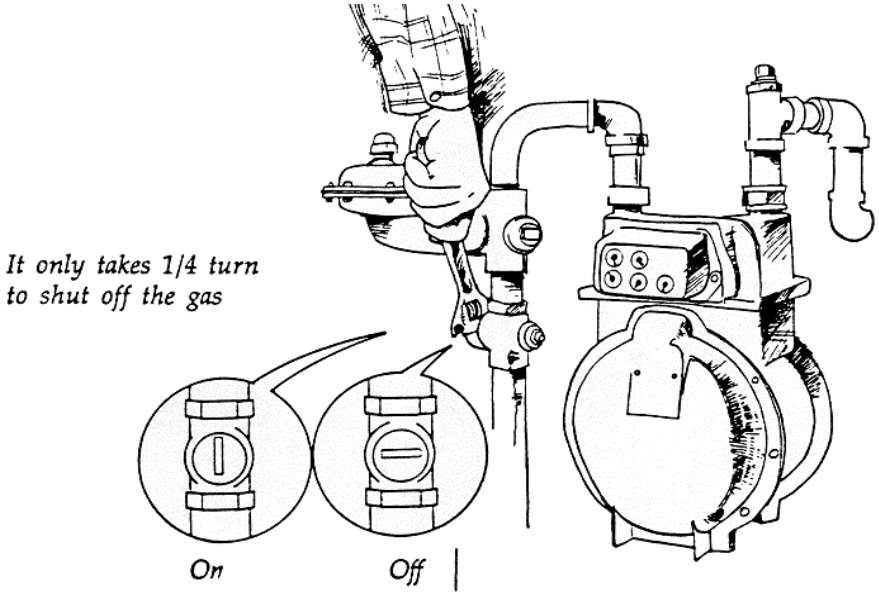
Gas (Note: Do not shut off the gas unless you smell gas, hear gas escaping, see a broken gas line, or if you suspect a gas leak. If you shut off the gas, there may be a considerable delay before PG&E can turn your service on. Once the gas is shut off at the meter, do not try to turn it back on yourself. If the gas service shutoff valve is closed, PG&E or another qualified professional should perform a safety inspection before the gas service is restored, and the appliance pilots are lit.

Gas lines should be installed using flexible connectors where they meet the appliances. Gas appliances include such equipment as stoves, water heaters, and spa and swimming pool heaters.

Keep a wrench easily accessible but not next to gas meter, as this could tempt pranksters. This wrench should exceed one foot in length. Gas valves can require force to operate. Check with PG&E before installing an automatic shutoff valve. Some locations are subject to vibration from nearby traffic and thus unsuitable for such a valve.

DO NOT USE matches, lighters, open flame appliances or operate electrical switches until you are sure no gas leaks exist. Sparks from electrical switches could ignite gas, causing an explosion.

Once the gas valve has been shut off, only a qualified servicer should turn the gas valve back on. Post in your electric circuit box the location of all pilot lights to assist a qualified servicer when relighting them.

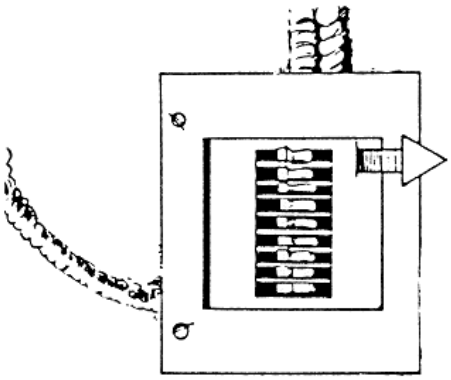


Electricity

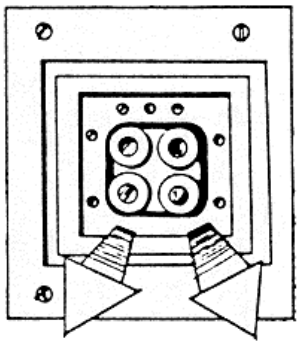
Show members of the family where the main power switches are and how to turn them off. The location and appearance of power switches or breaker boxes differ from home to home, so it is important that all family members are familiar with them.

Electricity

- SHUT OFF electricity and check for damage to the wiring.



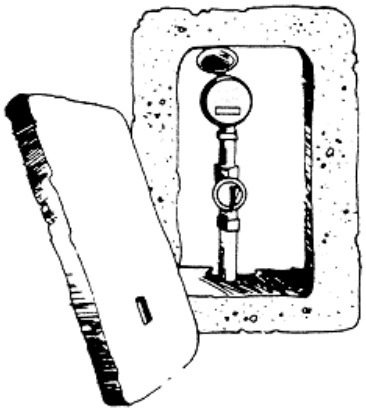
Electrical Breakers
a) Circuit Breaker
b) Pull-out Cartridge Fuses



Water Shutoff

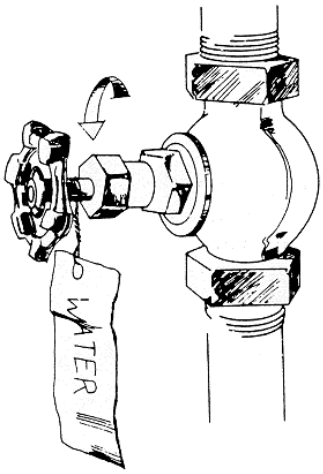
Be prepared to shut off the water when there are ruptured pipes. Water may be turned off at either of these two locations:

- At the meter, located near the street, which controls the water flow to the entire property



Note: A special valve wrench is needed to turn the main valve on and off. This tool can be purchased at most hardware stores.

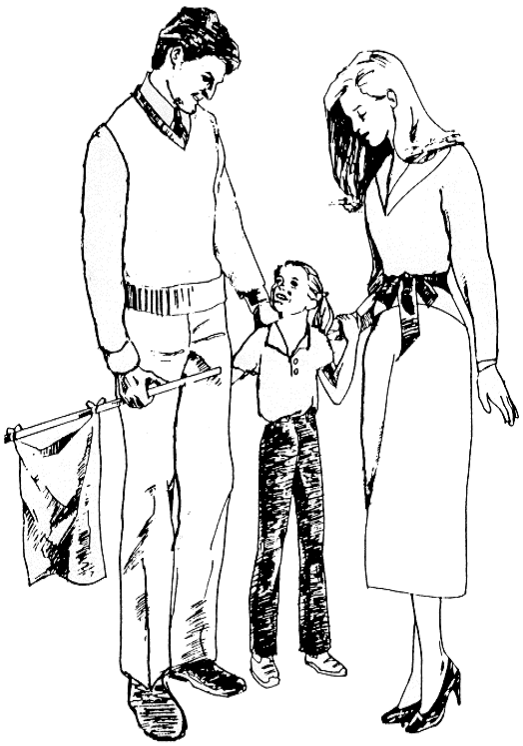
- At the water main leading into the home



FAMILY AND NEIGHBORHOOD PREPAREDNESS

FAMILY PREPAREDNESS

All family members should discuss what actions would be taken following an earthquake or other disaster, regardless of where they may be when the disaster occurs.



The following issues should be addressed when developing your Family Emergency Plan.

FAMILY REUNIFICATION

Establish one or two reunion locations (for example, the nearest Red Cross shelter or a relative or friend's home) in the event of separation. In the event of a major disaster, the Red Cross will compile a list of missing persons to aid in locating missing family members or friends. The Red Cross may be able to assist families separated by disaster.

EMERGENCY PLAN FOR THOSE AT HOME

Considering the major part of our time is spent at home, a viable emergency home plan is essential. The number of homes needing emergency help may vastly outnumber the capabilities of resources. Some people may have to be self-sufficient for 3 to 5 days, or more, in the event of a major disaster.

Your Family Preparedness Needs

Why You Need A Family Disaster Supplies Kit

Disasters happen anytime, anywhere. When disaster strikes, you may not have much time to respond. A hazardous material spill on the highway could mean **INSTANT EVACUATION**. A winter storm could confine your family to your home for days. An earthquake, flood, tornado or any other disaster could cut off basic services such as gas, water, electricity and communications.

After a disaster, local officials and relief workers will be on the scene, but they cannot reach everyone immediately. You could get help in hours, or it may take days. Would your family be prepared to cope with the emergency until help arrives?

Your family will cope best by preparing for a disaster before it strikes. One way to prepare is by assembling a Disaster Supplies Kit. Once disaster hits, you won't have time to shop or search for supplies. But if you've gathered supplies in advance, your family can endure an evacuation or home confinement.

Preparing Your Kit

- Review the checklist in this brochure.
- Gather the supplies that are listed. You may need them if your family is confined at home.
- There are six basics you should stock in your home: water, food, first aid supplies, clothing and bedding, tools and emergency supplies and special items.
- Place the supplies you'd most likely need for an evacuation in an easy to carry container. These supplies are listed with an asterisk (*). Possible containers include: a large, covered trash container, a camping backpack, or a duffle bag.

Water/Food

Store water in plastic containers, such as soft drink bottles. Avoid using containers that will decompose or break, such as milk containers or glass bottles. Food-grade plastic containers are most suitable for storing water. A normally active person needs to drink at least two quarts of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers and ill people will need more. Store at least a three-day supply of non-perishable food. Select foods that require no refrigeration, preparation, or cooking, and little or no water. If you must heat food, pack a can of sterno. Select food items that are compact and lightweight. Never use empty bleach containers to store water. Clearly mark containers "Drinking Water" with the current date.

- ❒ Dried beef
- ❒ Jerky
- ❒ Vienna Sausages
- ❒ Corned Beef Hash
- ❒ Ready-to-eat canned meats, fish, fruits & vegetables
- ❒ Potatoes
- ❒ White rice
- ❒ Beans
- ❒ Dry pasta
- ❒ Flour
- ❒ Baking powder
- ❒ Staples-sugar, salt, pepper
- ❒ Dried Spices
- ❒ Instant coffee
- ❒ Tea Bags
- ❒ Canned soups

First Aid Kit

Assemble a first aid kit for your home and one for each vehicle. A first aid kit should include:

- ❒ Thermometer
- ❒ Iodine Wipes
- ❒ Zinc Oxide
- ❒ Chapstick
- ❒ Decongestant
- ❒ Multi-Vitamins
- ❒ Surgical Blades
- ❒ Saline Solution
- ❒ Insect Repellent
- ❒ 2 Tongue Blades
- ❒ Butterfly Sutures
- ❒ Ammonia inhalants
- ❒ Activated charcoal
- ❒ Antibiotic Ointment
- ❒ Wet wipes
- ❒ Burn Gel
- ❒ Soap
- ❒ Latex Gloves
- ❒ Vaseline
- ❒ Alcohol pads
- ❒ Needle

Tools & Supplies

- ❒ Emergency preparedness manual*
- ❒ Needles, thread
- ❒ Mess kits, or paper cups, plates, and plastic utensils*
- ❒ Non-electric can opener, utility knife*
- ❒ Battery-operated radio and extra batteries or solar powered radio*
- ❒ Flashlight & extra batteries*
- ❒ Chemical light sticks
- ❒ Cash or traveler's checks*
- ❒ Map of the area (for locating shelters)*
- ❒ Fire extinguisher: Small canister, ABC type
- ❒ Waterproof matches
- ❒ Hand axe
- ❒ Camp shovel
- ❒ Hammer
- ❒ Fold-up saw
- ❒ Pry bar
- ❒ Dust masks
- ❒ Roll twine
- ❒ Duct tape
- ❒ Shut-off wrench, to turn off household gas and water
- ❒ Wrenches
- ❒ Tube tent
- ❒ Cooking stove & fuel
- ❒ Candles
- ❒ Water purification tablets

Food Storage Tips

- Keep food in a dry, cool spot– a dark area if possible.
- Keep food covered at all times.
- Open food boxes or cans carefully so that you can close them tightly after each use.
- Wrap cookies and crackers in plastic bags, and keep them in tight containers.
- Empty opened packages of sugar, dried fruits, and nuts in air-tight containers to protect them from pests.
- Inspect all food for signs of spoilage before use.
- Use foods before they go bad, and replace them with fresh supplies, dated with ink or marker. Place new items at the back of storage area.

What to Do When the Power Goes Out!

Power failures have many causes: storms, construction mishaps, earthquakes, extreme heat, and severe weather to name a few. Below are a few safety tips that should help you avoid problems until the situation is resolved.

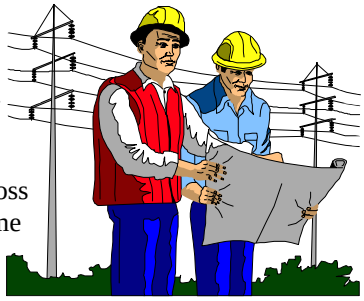
- ❒ Check to see if your neighbors have electricity. Perhaps the problem is only yours and a new fuse or resetting the circuit breaker is all that is needed.
- ❒ If you determine that you have a problem, report it to your local utility company.
- ❒ Turn off major appliances to avoid overload when the power is restored.
- ❒ Don't open the freezer and refrigerator doors; preserve what cold air is in there.
- ❒ Leave one light turned on so you'll know when the power is restored.
- ❒ Be alert for downed power lines. Don't go near them. Report them to your utility company.

Preparing for a Power Outage

- ❒ If storm warnings are issued, or if you see lightning, disconnect sensitive electronic equipment such as computers, TV sets and VCRs to avoid damage to them.
- ❒ Keep an emergency kit in a handy location stocked with flashlights, candles, matches, a portable battery operated radio and extra batteries.
- ❒ Have a supply of drinking water.

Keeping Warm During a Winter Power Outage

- ❒ Dress warmly.
- ❒ Eat high energy food to generate body heat. Raisins, nuts or candy are a good start.
- ❒ Close off as many rooms as possible. Heat only one room and center your activity in that room. Select a room on the warm side of the house, away from prevailing winds.
- ❒ Keep doors and curtains closed.
- ❒ Use your fireplace, if you have one. If not used, make sure the flue is closed.
- ❒ Be sure to ventilate properly, if you heat with any source that uses an open flame. Cross ventilate by opening a window an inch on each side of the room. It is better to let some cold air in than to run the risk of carbon monoxide poisoning.



Clothing & Bedding

*Include at least one complete change of clothing and footwear per person.

- ❒ Rain gear*
- ❒ Sunglasses
- ❒ Thermal underwear
- ❒ Hat and gloves
- ❒ Blankets or sleeping bags*
- ❒ Sturdy shoes or work boots*
- ❒ Emergency reflective blanket

Special Items

Remember family members with special needs, such as infants and elderly or disabled persons.

For Baby*

- ❒ Formula
- ❒ Diapers
- ❒ Bottles
- ❒ Powdered milk
- ❒ Medications

For Adults *

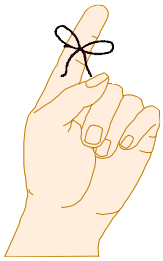
- ❒ Insulin
- ❒ Prescription drugs
- ❒ Denture needs
- ❒ Extra eye glasses
- ❒ Contact lenses and supplies
- ❒ Heart and high blood pressure medication

Entertainment

- ❒ Games and books

Suggestions & Reminders

- Store your kit in a convenient place known to all family members. Keep a smaller version of your Disaster Supplies Kit in the trunk of your car.



- Keep items in air tight plastic bags.
- Change your stored water supply every six months, so it stays fresh.
- Rotate your stored food every six months.
- Re-think your kit and family needs at least once a year. Replace batteries, update clothes (keeping changing seasons a consideration), etc.
- Ask your physician or pharmacist about storing prescription medications.
- If you store important records on computers, keep backup copies on diskettes and/or keep hard copies on file.
- Keep the tanks on your vehicles full of gas for emergency evacuations.

Family Disaster Preparedness In Five Easy Steps

1 **DISCUSS** the disasters most likely to happen in your area and their impact on your family's safety. Hazards in our area include home fires, severe winter weather and storms, earthquakes, flooding, and hazardous materials threats.

2 **TRAIN** all family members. Take first aid classes. Learn to use a fire extinguisher and how to shut off utilities. Do not take the chance that the only person who knows first aid or how to turn off the natural gas will be at home when needed.

3 **ASSEMBLE** your disaster supplies into a personal 72 hour emergency preparedness kit. This would include food, water, clothing and medications to last you at least 72 hours. You need enough supplies for **each** family member.

4 **IDENTIFY** in and out of state emergency names and numbers and provide copies to each family member. Post a copy near your phone and put copies in your 72 hour disaster supplies kit. When local phone service is out, family members can use their out-of-state contact to relay messages.

5 **MAINTAIN** your readiness. Review your disaster preparedness plan with your family at least once a year. Identify what new training, equipment or supplies you may need. Conduct fire evacuations and earthquake "drop, cover and hold" drills with your family.

Extra sources of water

You can find extra water that is available to drink from these alternative sources:

- Water heater
- Toilet tanks (not bowl); do not use if chemically treated.
- Canned drinks, fruit juices, or high-water content foods.
  Note: Always remember to purify water before use.

Do not use water from:

- Hot water boilers (home heating system)
- Radiators
- Water beds (fungicides added to the water or chemical substances in the vinyl may cause the water to become undrinkable).
- Milk containers

Purification of water

When storing your water, strain out any sediment or particles from water by pouring it through several layers of cheesecloth or coffee filters. Then use one of the following methods to purify water:

- Boil water for 5-10 minutes.
- Use purification tablets and follow the directions on the package. Tablets can be purchased at any camping outlet; however they have a short shelf life.
- Add liquid bleach — 5.25% sodium hypochlorite (chlorine bleach) in the amounts as shown below:

Amount of Water	**If Water is Cloudy**	If **Water is Clear**
Quart	4 Drops	2 Drops
1 Gallon	16 Drops	8 Drops
5 Gallons	1 Teaspoon	1/2 Teaspoon

Let the water stand for 30 minutes. There should be a scent of chlorine after treating. If not, repeat dosage and let stand for another 15 minutes.

Children, the Elderly, the Disabled

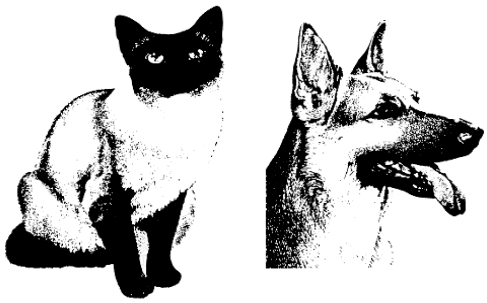
Discuss the following specifics:

- Authorize, in writing, for a neighbor or relative to pick up and care for any children in your absence. (See Emergency Plan for those at School).
- Provide the elderly or disabled with a whistle or other method to call for help.
- Arrange for a neighbor or friend to check on elderly or disabled family members in your absence.
- Identify a method for evacuating disabled family members.

Pets

Assure that these concerns are addressed:

- Maintain current ID tag, license, and restraint (for example a leash, or a carrier)
- Provide enough dried food and water for three days, if confined at home.

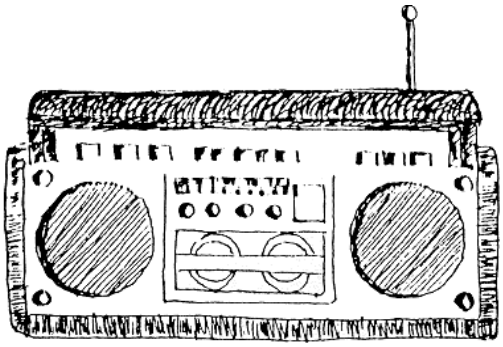


Note: Public health codes do not allow pets in Red Cross shelters. If possible, arrangements may be made with local animal organizations to operate animal shelters.

Communications

On your worksheet:

- Designate an out-of-state or area contact for family members to report their location and condition.
- Identify nearest source of emergency two-way radio communications (i.e. amateur radio operator, fire or police department, hospital, schools and Red Cross shelters) for requesting emergency aid.
- When requested by the city of Belmont, local volunteer amateur radio operators will activate an emergency two-way radio communications network. This will link together the public schools, local Red Cross shelters, Police, Fire, hospitals and other emergency service agencies in the event that the commercial telephone system is out of service. The services of this network will be available for you to obtain emergency aid, report fires etc., and communicate health and welfare information.
- Disaster information and emergency instructions will be announced locally, on commercial radio stations KCBS 740 AM (English) and KSJO 92.3 FM (Spanish).



Remember:

- Inform friends and relatives of the phone number for your out-of-state contact person.
- Do not use the telephone, in the event of a disaster, except for dire emergencies.

- Ensure that you are familiar with your company's disaster plan, including any special assignments that you may be expected to perform.
- Identify the nearest source of medical assistance and shelter to your workplace.
- Keep a supply of prescription medications or other special supplies that you may need at the workplace. Include a supply of water.
- Make arrangements among coworkers to assist disabled persons who may be present.

EMERGENCY PLAN FOR THOSE AT SCHOOL

The public & private schools in Belmont, working through the Belmont Police Safe Schools program, have set procedures that will be followed in the event of a disaster. Parents should be aware of them.

If a disaster, such as a severe earthquake, occurs while children are at school, teachers will implement their "school plan." Parents are requested not to phone the school, but to pick up their children as soon as possible. No student will be permitted to leave with another person, even a relative, unless written permission is listed on the child's card (which should be kept current). All parents must sign out with the teacher, and a roster will be kept to avoid confusion.

Tell each of your children, if an earthquake happens when they are outside the school building or walking to or from school, they should do these three things:

1. Get clear of buildings, trees, exposed wires and other hazards. The safest place is in the open.
2. Assume the drop position until the quake is over.
3. After the quake, if on the way to school, continue to school; if on the way home, continue home.

Remember to inform the school of any special needs (i.e., medication) that your children may require. If it is necessary, a small supply of medication should be kept with the teacher or school nurse.

Familiarize yourself with your children' s school plan, time of classes, and assigned rooms following disasters, as well as the school's release policy.

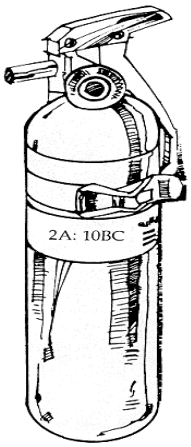
In the event of a severe disaster, volunteers will be needed for services such as first aid, traffic control, or search and rescue. You should report to the school if you can be of assistance.

HOME PROTECTION

Fire Extinguishers

The fire extinguisher most recommended for basic home, boat, trailer, and garage use is a multi purpose one, commonly labeled 2A: 10BC This extinguisher usually contains a nontoxic, ammonium phosphate-based dry chemical and can handle a combustible fire or a fire caused by flammable liquids or electrical problems.

When shopping for an extinguisher, make sure you can operate the safety and release mechanisms easily. Study the directions carefully and make sure you can read the dial gauge showing the internal pressure. Most extinguishers are easy to use. All you need do is pull the safety cap or pin, aim, squeeze the lever, and, starting from the base of the fire, spray until it's out.



VITAL DOCUMENT PROTECTION

After an earthquake or other disaster, you may need financial assistance and will certainly want to document any property loss for insurance and income tax purposes. Having ready access to the documents necessary for completing application forms, as well as those items that would be difficult to replace, eliminates undue delay and frustration.

Store important documents and photographs in a safe deposit or fireproof box that can readily be removed if you must evacuate. Include these items:

- Social Security numbers
- Deeds and wills
- Tax records
- Bank and charge account information
- Vehicle ID and license numbers
- Birth certificates
- Photograph of all valuables and contents of every room

RESIDENTIAL SECURITY

In some instances homes may be unattended or uninhabitable, leaving them more vulnerable to trespassing and looting. Crime prevention techniques and "Neighborhood Watch" programs already implemented by residents will be beneficial succeeding a disaster.

NEIGHBORHOOD SAFETY AWARENESS

PROMOTING CRIME PREVENTION AND DISASTER PREPAREDNESS

What is Neighborhood Safety Awareness?

Neighborhood Safety Awareness is a program promoting crime prevention through the Neighborhood Watch Program and disaster preparedness, which enlist participation of citizens cooperating with law enforcement to reduce crime and prepare neighborhoods for disasters.

It involves:

- Neighbors getting to know each other, taking the time to care about each other and working together in a program of mutual assistance.
- Training citizens to recognize and report suspicious activities in their neighborhoods.
- Citizens implementing crime prevention strategies such as home security and Operation Identification.
- Learning what to do during the first several minutes, hours or days following a disaster and how to minimize injury and property damage.

You may hear it called Neighborhood Watch, Home Alert, Citizens Crime Watch, C.E.R.T. The names differ but the idea is the same.

Why Neighborhood Awareness?

There can't be a law enforcement officer, firefighter or a disaster worker on every corner, so citizen involvement is essential to combat crime and to deal with disasters.

> You and your neighbors are the ones who really know what is going on in your community.
>
> By taking a few basic steps you can help preserve life, the environment and property during the early stages of a disaster.

By cooperating with law enforcement, people can help fight crime in their community in the most effective way-before it happens.

How Do I Start A
Neighborhood Safety Awareness Program?

Contact The Belmont Police Department.

- Express an interest is starting a Neighborhood Safety Awareness group and we will assist you in the development of your program.
- Ask to have a law enforcement representative at your first meeting.

Talk to your neighbors.

- Canvas your neighborhood for interest.
- Are there people in your neighborhood with special needs?
- Do any neighbors have tools/equipment that may be of value during a disaster?
- Discuss crime problems in your area that are of concern to you and your neighbors.
- Briefly explain the value of the Neighborhood Safety Awareness program.
- Ask about convenient times to schedule your first Neighborhood Safety Awareness meeting.

Arrange a date, time and place for the first meeting.

- Set the meeting date far enough in advance to give everyone adequate notice.
- Select a time that is convenient for most neighbors and your Belmont Police Department representative.
- Develop and distribute a flyer announcing the meeting.
- If possible, meet in your home or the home of a neighbor to foster an informal, comfortable atmosphere.
- Remind everyone of the meeting date as it approaches (two to three days in advance).
- Remember don't be disappointed if everyone cannot attend. One hundred percent neighborhood participation is desirable but is not required for the program to work.

THINK YOU CAN HANDLE THE WORST CASE SCENARIO?

- After a major disaster, emergency service resources will be scarce. You can make a vital difference in your community by becoming a Community Emergency Response Team (CERT) member and using the skills you learn to save lives and protect property.

- The 20-hour training will allow you to help your family and your neighbors be better prepared for all kinds of disasters. Taught by Emergency Services professionals and current CERT members, it is a fun and interactive learning experience.

- Sessions include disaster first aid, damage assessment, earthquake preparedness, search & rescue, fire suppression and much more! There are also maintenance sessions scheduled throughout the year.

- We've already trained over 100 people. Now it's your turn! Classes are scheduled on a regular basis. The training is open to everyone.

If you want to register for the next class or would like more information, please contact the Belmont-San Carlos Fire Department Emergency Preparedness Officer at 650-802-4254.

BELMONT-SAN CARLOS

COMMUNITY EMERGENCY RESPONSE TEAM

"A Community Preparedness Partnership"