

Family Emergency Plan

Your family may not be together when disaster strikes, so plan what you will do in different situations and plan how you will contact one another.

Family Evacuation Procedure

Where the family will meet near home:

_____ Phone (if any): _____

Alternate meeting place if access to home is blocked:

_____ Phone (if any): _____

Family Communications Procedure

- Fill in the information below. Add other important information to suit your family's circumstances.
- Keep this plan with your emergency supplies kit, along with your command's standard and emergency reporting procedures.
- Make sure every family member has the most important contact information for each other.

Where the family spends time

Work:

Address: _____

Phone: _____ Evacuation Location: _____

Work:

Address: _____

Phone: _____ Evacuation Location: _____

School:

Address: _____

Phone: _____ Evacuation Location: _____

Other:

Address: _____

Phone: _____ Evacuation Location: _____

Other:

Address: _____

Phone: _____ Evacuation Location: _____

Contact information

Out of Town Contact: _____ Phone: _____

E-Mail: _____ Alternate Phone Number: _____

Family members

Name: _____ Birth Date: _____ Social Security #: _____

Drivers License #: _____ Passport #: _____

Prescriptions/Medical Information: _____

Name: _____ Birth Date: _____ Social Security #: _____

Drivers License #: _____ Passport #: _____

Prescriptions/Medical Information: _____

Name: _____ Birth Date: _____ Social Security #: _____

Drivers License #: _____ Passport #: _____

Prescriptions/Medical Information: _____



Name: _____ Birth Date: _____ Social Security #: _____

Drivers License #: _____ Passport #: _____

Prescriptions/Medical Information: _____

Name: _____ Birth Date: _____ Social Security #: _____

Drivers License #: _____ Passport #: _____

Prescriptions/Medical Information: _____

Insurance Policy Numbers

Mental/Dental: _____ Homeowners/Renters: _____

Automobile: _____ Life: _____

Provisions for Utilities

In various emergency situations, whether you evacuate or shelter-in-place, you may be advised to cut off ventilation systems or utilities. Write the locations of, and instructions for, these controls and any tools necessary to change them. (Like fire and evacuation plans, this is a good thing to review and practice with the whole family.)

Electricity: _____ Gas: _____

Water: _____ Ventilation: _____

Important Records

Use these checklists to help collect important papers to keep with your emergency supplies kit for ready access in case of evacuation.

Personal

- o Military ID cards
- o Birth certificates
- o Social Security cards
- o Passports
- o Citizenship papers
- o Marriage licenses, divorce records
- o Vehicle registration/ownership records
- o Medical records
- o Power(s) of attorney (personal/property)
- o Wills

Financial

- o Bank/credit union statements
- o Credit/debit card statements
- o Income records (including government child support and alimony)
- o Investment/retirement account records
- o Mortgage statement or lease
- o Bills (electricity, gas, water)
- o Health insurance cards and records
- o Other insurance records (auto/property/life)
- o Tax returns, property tax statements

Accountability Reporting Information

Army Disaster Personnel Accountability and Assessment System (ADPAAS)

Web site: <https://adpaas.army.mil>

Army Info Hotline: 1-800-833-6622

Army One Source

Within CONUS: 1-800-464-8107
Outside CONUS (Collect) (484) 530-5980
(Toll-Free) (800) 3429-6477
Hearing impaired callers: 1-800-364-9188
Spanish speaking callers:
1-888-732-9020 / 1-877-888-0727 / 1-877-255-7524

Web site address: <http://www4.army.mil>

Military OneSource

Within CONUS (24/7): 1-800-342-9647
TTY/TTD: 1-800-346-9188
Spanish-speaking callers:
1-888-732-9020 / 1-877-888-0727 /
1-877-255-7524
Web site address:

<http://www.militaryonesource.com>