

# Emergency Preparedness Checklist

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## Purpose and Emergency Context

Following a hurricane or other natural disaster, emergency services may require time to reach affected individuals. As a result, residents should prepare in advance to ensure they have access to essential supplies and important information during an emergency.

This checklist helps households track essential supplies, emergency contacts, medical information, and other resources needed when sheltering in place. Expiration dates for stored medications, food, and water are highlighted in red, making it easier to identify items that need to be replaced.

Proper preparation will not only reduce stress during an emergency but can also save your life and the lives of your family.

## Government Preparedness Resources

For additional guidance on emergency preparedness, consult the following government resources: <https://www.ready.gov/> or <https://www.fema.gov/emergency-managers/national-preparedness/plan>

## Quick Reference

Use status values OK / Low / Missing / Replace. Dates use YYYY-MM-DD.

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## Checklist Review Tip

**Tip:** Review and update your emergency preparedness checklist at least twice per year.

## Planning Overview

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### Household Summary

Adults	Kids
Pets	Vehicles
People Total	Days Planned
Primary Contact	Meet-Up Point

### Preparedness Dashboard

Status	Overdue	Review Due	Attention
Water On Hand	Goal / Person	Water Days	Meals On Hand
Meals / Person	Food Days	Cover Reviewed	

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### Medical Summary

medications, allergies, medical devices

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### Pet Profile

name, species, medications, veterinarian, microchip number

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### Utility and Emergency Contacts

### Document Storage and Copies

physical location, cloud backup, access instructions

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## Important Note

**Water:** Store one gallon per person per day for several days for drinking and sanitation; keep more when space permits.  
**Safety:** Never operate grills, camp stoves or propane-burning equipment inside a home, garage, or enclosed area.

Done	Item	Qty	Target	Status	Priority	Checked	Review	Expires	Owner	Storage
<b>Planning and Records</b>										
	Records and IDs									
	Pet records									
	Photos									
	Printed checklist									
	Printed phone list									
<b>Food and Water Storage</b>										
	Human food									
	Water									
	Water emergency kit									
	Water mug									
	Mess kit									
	Portable camp stove or grill - outdoor use only									
	Propane									
<b>Medical and Hygiene</b>										
	Insulin									
	Heart medication									

# Emergency Preparedness Checklist

## Inventory Grid

Done	Item	Qty	Target	Status	Priority	Checked	Review	Expires	Owner	Storage
<b>Medical and Hygiene (cont.)</b>										
	First aid kit									
	Pet first aid kit									
	Toilet paper									
	Clothes									
<b>Power and Communications</b>										
	Batteries									
	Emergency radio									
	Emergency phone / backup handset									
	Walkie talkie									
	Flashlight									
	Extra charging cables									
<b>Tools and Household Safety</b>										
	Multitool									
	Shears / heavy scissors									
	Rope									
	Sewing kit									
	Knife									
	Shovel and/or axe									
	Duct tape									

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## Inventory Grid

Done	Item	Qty	Target	Status	Priority	Checked	Review	Expires	Owner	Storage
<b>Tools and Household Safety (cont.)</b>										
	Road flare									
	Boating horn									
	Matches									
	Lighter									
	Tinder									
	Blanket									
<b>Pet</b>										
	Pet food									
	Pet water bowl									
	Pet toys									
	Pet carrier									
	Pet leashes									
	Pet sweaters									
	Pet treats									
	Pet life vest									

# Emergency Preparedness Checklist

Section Notes

Planning and Records
Section Notes
Seasonal / Climate Swap Notes

Food and Water Storage
Section Notes
Seasonal / Climate Swap Notes

Medical and Hygiene
Section Notes
Seasonal / Climate Swap Notes

Power and Communications
Section Notes
Seasonal / Climate Swap Notes

Tools and Household Safety
Section Notes
Seasonal / Climate Swap Notes

Pet
Section Notes
Seasonal / Climate Swap Notes