Twenty Weeks to Preparedness

Building a Disaster Supplies Kit: A 20-Week Checklist

A Partnership for Preparedness Initiative
Week 1

**Grocery Store:**

- ___ 1 gallon water*
- ___ 1 jar peanut butter
- ___ 1 large can juice*
- ___ 1 can meat*
- ___ Hand-Operated can opener
- ___ Permanent marking pen

ALSO: pet food, diapers, and baby food if needed

**To Do:**

- ___ Find out what kinds of disasters can happen in your area
- ___ Date each perishable food item using the marking pen

* Purchase one for each member of the family

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**Medical Information**

*Please complete this form and distribute copies to your emergency contact people as well as each member in your network:*

- Primary Physician:
- Telephone Number:
- Address:

- Hospital Affiliation:
- Type of Health Insurance:
- Policy Number:

- Blood Type:
- Allergies and Sensitivities:

- Medications and Dosages Being Taken:

- Specific Medical Conditions:

- Physical and Cognitive Difficulties/Limitations:
Emergency Information

Please complete this form and distribute copies to your emergency contact people, as well as to each member in your network.

Name:
Address:
Birth Date:
Telephone Number:
Local Emergency Contact Person:
Contact Person’s Numbers:

Network Members:

Network Members Contact Info:

Out-of-Town Contact:
Out-of-Town Contact’s Numbers:

Week 2

Hardware Store:

___ Heavy cotton or hemp rope
___ Duct tape
___ 2 flashlights with batteries
___ Matches in waterproof container
___ Battery-powered radio

ALSO: a leash or carrier for your pet

To Do:

___ Complete a personal assessment of your needs and your resources for meeting your needs in a changed disaster environment
Week 3

Grocery Store:

___ 1 gallon water*
___ 1 can fruit*
___ 1 can meat*
___ Feminine hygiene supplies
___ Paper and pencils
___ Map of your town
___ Aspirin or non-aspirin pain reliever
___ Laxative

ALSO: 1 gallon of water for each pet

To Do:

___ Create a personal support network who can help you identify and obtain the resources you will need to cope effectively with disaster

Week 20

Hardware Store:

___ Camping or utility knife
___ Work gloves
___ Safety goggles
___ Disposable dust masks
___ 2 blank videocassettes

Specialty Store:

___ Get an extra battery for motorized mobility aids

To Do:

___ Use a video camera to tape the contents of your home for insurance purposes
___ Make a copy of the videotape and send to an out-of-town friend or family member
Week 19

Grocery Store:

___ 1 box snacks
___ Comfort foods (such as cookies, candy bars, chips)
___ Plastic wrap
___ Aluminum foil

ALSO: denture care items, if needed.

To Do:

___ Review your insurance coverage with your agent to be sure you are covered for the disasters that may occur in your area. Obtain additional coverage, as needed
___ Purchase and install an emergency escape ladder for upper story windows, if needed.

Week 4

Hardware Store:

___ Patch kit and can of tire sealant for the tires of mobility aids
___ Signal flare
___ Compass

ALSO: extra medications or prescriptions marked for “emergency use.”

To Do:

___ Develop a personal disaster plan
___ Give copies of the following lists to your network: emergency information list, medical information contacts, disability related supplies and special equipment list, and personal disaster plan
**Week 5**

**Grocery Store:**

___ 1 gallon water*
___ 1 can fruit*
___ 1 can meat*
___ 1 can vegetables*
___ 2 rolls toilet paper
___ Extra toothbrush
___ Travel size toothpaste

ALSO: food for special diets, if needed

**To Do:**

___ Make a floor plan of your home including primary escape routes
___ Identify safe places to go in case of a disaster
___ Practice a fire drill and earthquake drill with your network

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**Week 18**

**Hardware Store:**

___ “Childproof” latches or other fasteners for your cupboards
___ Double-sided tape or hook-and-loop fasteners (such as Velcro) to secure moveable objects
___ Plastic bucket with tight lid
___ Plastic sheeting

**To Do:**

___ Arrange for someone to install latches on cupboards and secure moveable objects
___ Put away a blanket or sleeping bag for each household member
Week 17

Grocery Store:

___ 1 box graham crackers
___ Assorted plastic containers with lids
___ Dry cereal

First Aid Supplies:

___ Antidiarrheal medication
___ Rubbing alcohol
___ Antiseptic
___ Syrup of ipecac and activated charcoal

To Do:

___ Arrange for a friend or neighbor to help with your children if you are not able to respond or are at work

Week 6

First Aid Supplies:

___ Sterile adhesive bandages in assorted sizes
___ Adhesive tape
___ Latex gloves
___ Sunscreen
___ Gauze pads
___ Sterile roller bandages

ALSO: extra hearing aid batteries, if needed

To Do:

___ Check with child’s day care center or school to find out about their disaster plan
___ Ask your local emergency management office if emergency transportation services are available in case of evacuation
Week 7

Grocery Store:

___ 1 gallon water*
___ 1 can ready-to-eat soup (not concentrated)*
___ 1 can fruit*
___ 1 can vegetables*
___ Sewing kit
___ Disinfectant

ALSO: extra plastic baby bottles, formula, and diapers, if needed.

To Do:

___ Establish an out-of-town contact to call in case of emergency
___ Share this information with your network so they known whom to call
___ Make arrangements for your network to check on you immediately after a disaster

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Week 16

Grocery Store:

___ 1 box snacks
___ 1 can meat*
___ 1 can vegetables*
___ 1 box facial tissues
___ Dried fruit/nuts

To Do:

___ Find out if you have a neighborhood safety organization and join it
___ Develop a disaster supplies kit for your car or van
___ Find out about your workplace disaster plan
Week 15

Hardware Store:

___ Extra flashlight batteries
___ Extra battery for portable radio
___ Assorted nails
___ Wood screws
___ Labels for your equipment and supplies

To Do:

___ Make arrangements to bolt bookcases and cabinets to wall studs
___ Label equipment and attach instruction cards

Week 8

First Aid Supplies:

___ Scissors
___ Tweezers
___ Thermometer
___ Liquid antibacterial hand-soap
___ Disposable hand wipes
___ Needles
___ Petroleum jelly or other lubricant
___ 2 tongue blades

ALSO: extra eyeglasses, if needed. Put in first aid kit.

To Do:

___ Place a pair of sturdy shoes and a flashlight by your bed so they are handy in an emergency
Week 9

Grocery Store:

___ 1 can ready-to-eat soup (not concentrated)*
___ Liquid dish soap
___ Household chlorine bleach
___ 1 box heavy-duty garbage bags with ties
___ Antacid (for stomach upset)

ALSO: saline solution and a contact lens case, if needed.

To Do:

___ Choose a signal with your network that indicates you are okay and have left the disaster site
___ If you have a communication disability, store a word board in kit

Week 14

Grocery Store:

___ 1 can fruit*
___ 1 can meat*
___ 1 can vegetables*
___ 1 package eating utensils
___ 1 package paper cups
___ 1 treat (non-perishable, such as candy or chips)*

To Do:

___ Make sure your network and neighbors know what help you may need in an emergency and how to best assist
___ Practice using alternate methods of evacuation with your network
**Week 13**

Hardware Store:

___ Whistle  
___ Pliers  
___ Screwdriver  
___ Hammer  
___ Perforated metal tape  
(sometimes called plumbers tape or strap iron)

To Do:

___ Take a First Aid/CPR class from your local Red Cross  
___ Arrange to have your water heater strapped to wall studs using perforated metal tape.

**Week 10**

Hardware Store:

___ Waterproof portable plastic container (with lid) for important papers  
___ Wrench(es) needed to turn off utilities

To Do:

___ Take your network on a field trip to the gas meter and water meter shutoffs. Discuss when it is appropriate to turn off utilities  
___ Attach a wrench next to the cutoff valve of each utility meter so it will be there when needed  
___ Make photocopies of important papers and store safely  
___ Establish a stash of emergency funds in case of disaster
Week 11

Grocery Store:

___ 1 large can juice*
___ Large plastic food bags
___ 1 box snacks
___ 3 rolls paper towels
___ Medicine dropper

To Do:

___ Store a roll of quarters for emergency phone calls
___ Go on a hunt with your family to find a pay phone that is close to your home
___ Test your smoke detector(s). Replace the battery in each detector that does not work.

Week 12

Animal Care Store:

___ Extra harness, leash, ID tags, and food for your service animal and/or pets
___ Litter/pan
___ Extra water

Veterinarian:

___ Obtain current vaccinations and medical records of your animal(s).
___ Medications

To Do:

___ Develop a pet care plan in case of disaster
___ Make photocopies of all vaccination records and put in kit
___ Put all purchases into kit