

Harbour Landing Emergency Preparedness Plan

Steps to Follow in a Major Emergency

For an explanation of these steps, see the back of this page.

1. **If an earthquake occurs:** DROP, COVER and HOLD ON. Wait for shaking to stop; count to 60 and then follow steps below.
2. **Assess household safety:** Ensure everyone in your household is safe.
3. **Assess the emergency:** Act accordingly depending on the emergency. Stay inside if you are safe where you are. Pod Leaders will provide direction.
4. **Dress appropriately:** Keep sturdy shoes under the bed with work gloves and a flashlight.
5. **Check natural gas:** If you smell natural gas (rotten eggs) in the house, DO NOT turn off your gas at the meter. Evacuate and tell your Pod Leader or a Captain ASAP.
6. **Post signs:** Post OK or HELP card on your front door or front window. If you have a pet, your “pet inside” sticker should already be on your window.
7. **Get first aid assistance if necessary:** If appropriate and safe, the injured will be taken to the First Aid Station, or they will be treated in their home if they aren’t mobile. Your Pod Leader will direct you.
8. **Stay updated:** Pod Leaders will coordinate communication with their pod members and keep them informed. Monitor local radio stations such as CBC (90.5 FM) or C-FAX (1070 AM).

**Be aware of what pod you are in and
who is on your Pod Team.**

Keep this list in an easily accessible location in your home.

Notes for Harbour Landing Emergency Plan

Assess household safety: Every household should have a plan for surviving a variety of emergencies. Be sure to review your booklet *Prepare Yourself: A Guide to Emergency Preparedness in the Capital Region*. If you don't have a printed copy, request one by emailing the Harbour Landing Neighbourhood Committee at harbourlandingsidney@gmail.com OR see the online guide on the Harbour Landing website (www.harbourlanding-sidney.com) under the Emergency Prep menu and then click on Getting Started where you will find a pdf of the guide. **Most important is having a Shelter-In-Place Kit and Grab-and-Go Bags prepared for your household.**

For additional help to create your own household emergency plan, use the *Home Emergency Plan Guide: Prepared BC* from the provincial government. Find it on the Harbour Landing website (www.harbourlanding-sidney.com), Emergency Preparedness Menu/Getting Started and scroll down to Making a Plan/ Fill in the Blanks Home Emergency Plan.

Assess the emergency: Every emergency is different – from a severe snow or wind storm, to an extended power outage, to a major earthquake. What you do and how our neighbours help each other will depend on the nature of the emergency. Pod Leaders will coordinate neighbourhood efforts. Familiarize yourself with what to do in various emergencies described in the *Prepare Yourself Guide* above. Additional information about different emergencies is also on the website under Emerg. Prep.

Check natural gas: If a gas leak occurs and you smell gas (rotten eggs), **do not turn off the gas at the meter yourself**. Evacuate and tell a Captain who will call FortisBC's emergency line 1-800-663-9911 or 911 if the phones are working. If Fortis can't be contacted, the Pod Leader or Captain may elect to turn off the gas. FortisBC also may also turn off the gas remotely depending on the emergency.

Post signs: OK and HELP signs are included in the information package. If you require a "pet inside" sticker, email the Harbour Landing Neighbourhood Committee at harbourlandingsidney@gmail.com. Put the sticker on your front window.

Get first aid assistance: In the event of a major emergency like an earthquake, a First Aid Station will likely be set up in the garage at **2019 Seawind** with entry from Sandpiper. Signage will be posted. The station will have first aid supplies and the services of one or two volunteer Registered Nurses who live in our community. If injured individuals can't be moved from their homes, a portable first aid kit is available. Pod Leaders will provide direction.

Muster station: Depending on the emergency, a muster station might be set up in the garage at **10451 McDonald Park Road** with entry from Sandpiper. Signage will be posted. A muster station will be used by the Pod Leaders to coordinate their activities. It can also serve as a community "hub" where neighbours can meet informally for support and updates. Neighbours are asked NOT to go to the muster station immediately after an emergency as it will be used by Pod Leaders for initial coordination.

Stay updated: If there is no cell or landline telephone service, Pod Leaders will be equipped with walkie talkies to communicate and coordinate activities, and they will keep members of their pod updated as necessary. Households can monitor local radio stations.

Saanich Peninsula Alert System: Be sure you are registered to receive alerts about local emergencies and safety issues. See the information enclosed in this package.

THANK YOU FOR HELPING TO KEEP OUR NEIGHBOURHOOD SAFE!