

Family Emergency HANDBOOK

**THINK
SAFETY**



www.manitobaemo.ca

Manitoba 
Building for the Future



Emergency Telephone Numbers

What the Emergency Operator will need to know:

- Your name.
- Telephone number where you are.
- Nature of the problem.

The Emergency Operator may ask you to stay on the line. **DO NOT HANG UP.**

REMEMBER

EMERGENCY TELEPHONE NUMBERS are for EMERGENCY SERVICES and should be used ONLY for EMERGENCY or DISASTER situations.

What is "9-1-1"?

"9-1-1" is an emergency telephone number which provides immediate and direct access to fire, ambulance and police. You can call "9-1-1" from any telephone including payphones at no cost. If "9-1-1" service is not available, check the front of your community telephone directory for your local emergency telephone number.

EMERGENCY TELEPHONE NUMBERS

AMBULANCE

FIRE

POLICE

POISON CONTROL CENTRE

1-204-787-2591

DAD'S WORK NUMBER

MOM'S WORK NUMBER

FAMILY CONTACT

DOCTOR'S OFFICE

HOSPITAL NUMBER

In case of emergency:
GOVERNMENT OF MANITOBA
24 HOUR EMERGENCY NUMBERS

EMERGENCY MEASURES ORGANIZATION

1-204-945-5555

ENVIRONMENTAL ACCIDENT REPORTING LINE

1-204-945-4888

Introduction

Every day millions of people go to work, take their children to school, go on vacation, go shopping, or just get out and go for a drive. But every so often our routines change drastically due to accidents or other conditions. These are the times that make us realize how fragile our lives are, or can be.

Emergencies, disasters, accidents and injuries can occur any time and without warning. Being prepared to handle emergencies is an individual as well as a family responsibility.

Emergency planning procedures should cover your home, work, and recreation place. These procedures will help reduce the effects of disasters and emergencies and could even save someone's life. Your safety, as well as the safety of your family, friends and co-workers, is of primary importance.

The purpose of this guide is to provide self-help information and disaster safety guidelines for you to use during times of disasters, emergencies, or catastrophic events.

In a major disaster or catastrophe, local government may be severely affected and may have to recover before it can provide basic services to the public. This action could take some time. During this period the citizens of the community must be able to function without government assistance.

If you are handicapped, contact your closest relative or neighbour for help during an emergency situation.

Please study this guide and share it with family members and co-workers. Know the do's and don'ts before a disaster strikes. Then keep this material readily available.

The better you are prepared, the better you are able to respond and reduce panic or confusion when a disaster strikes. No matter what the crisis: **THINK BEFORE YOU REACT, THEN MOVE QUICKLY TO REDUCE YOUR RISK TO DANGER.**



Manitoba

This **FAMILY EMERGENCY HANDBOOK**
was produced by the Manitoba Emergency Measures Organization

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1-204-945-4772

or

Toll free within Manitoba
1-888-267-8298

www.manitobaemo.ca

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Before the disaster occurs

Read this information several times until you become familiar with the safety guidelines. Review it at the beginning of each season. It is important to gain a basic awareness of health and safety procedures as well as the following:



- Become familiar with the safety guidelines at your work-place as well as at home.
- Know where the fire extinguisher is located.
- Be familiar with any information that will help you act quickly.
- Know where your home emergency supplies are located.
- Keep important and valuable papers in a fire and waterproof container.
- Keep on hand any personal items and clothing you may need during an emergency, or in the event it becomes necessary to evacuate your home.
- Know what medications you or your family are taking.
- Keep food items in stock that do not require cooking.
- Learn First Aid and CPR.
- Keep books, games and toys available to occupy time and entertain children.

Although the information contained in this pamphlet is not all inclusive, it does cover most actions that should be taken during emergencies. Every situation is unique. Common sense must prevail when instructions are not available or do not fit the situation.

- Listen to the radio or television for additional information and instructions from local officials.
- Conduct drills and exercises to test your plan to make certain the plan will work and is current.
- Prepare your family so they can cope with the situation until you get on the scene (home, office, etc.).
- Remain calm and think before you act.

For more information on disaster safety, contact:

Manitoba Emergency Measures Organization: 1-204-945-4772
or visit our Web site: www.manitobaemo.ca

General Safety Information

Much of today's disaster safety information has been around for many years. Once you have learned the safety guidelines in this pamphlet, chances are you will not have to learn a new set for many years to come. But, frequent review is important.

Watches and Warnings - Know the Difference

The definitions for WATCH and WARNING are the same whether it is for a man-made or natural disaster.

A WATCH simply means that conditions are favourable for an emergency or severe weather to occur within the defined area. The WATCH area could be just your municipality or it could include surrounding municipalities as well.

A WARNING means that somewhere within the area an emergency or severe weather is taking place. **STAY ALERT.**

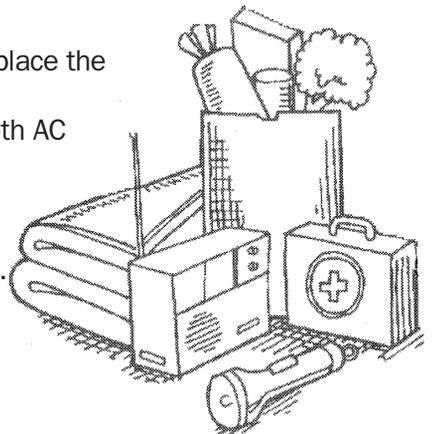
You should pay attention to both WATCHES and WARNINGS so you can warn your family, friends or co-workers that a dangerous situation could occur or is occurring.

Safety Information

- Know where to turn off gas, water and electricity.
- During and following any disaster large or small, be alert to downed power lines and the smell of gas. Turn power off at the circuit breaker and gas at the meter.
- Know the difference between a WATCH and a WARNING.
- Listen to the radio or television for official information.
- Follow only instructions given by officials.
- Exercise your plan, make necessary changes and discuss it with family members. Identify a place where your family members will meet during an emergency.

Safety Equipment

- Get smoke detectors for your home. Replace the batteries as necessary.
- Have a portable radio that can run on both AC and battery power.
- Have a flashlight and extra batteries. It would be a good idea for the flashlight and radio to use the same size batteries.
- Get a First Aid Kit.
- Get a tone-activated weather radio.



Severe Weather

Tornadoes

Danger signs for tornadoes include severe thunderstorms in the area with strong, gusty winds, and a funnel or dark column spinning from the sky to the ground. You will often hear a loud, roaring noise similar to the noise of a train or an airplane.

Any time there are severe thunderstorms in the area, you should stay alert for tornado WATCHES or WARNINGS to be issued by Environment Canada.



Tornadoes can travel in excess of speeds of 100 kilometres per hour but average 50 kilometres per hour. The average width of a tornado is about 90 to 120 metres at the ground. The average length is less than a kilometre but has exceeded 65 kilometres. Tornadoes generally occur between the hours of 3:00 p.m. and 7:00 p.m. and about 85 per cent will come from a southwest direction.

If you are home

If you have a basement, go there and protect your head and face. If you do not have a basement, go to the centre part of your house on the lowest level. A closet or bathroom is usually a good place to seek shelter. Always protect your head and chest from flying objects.

If you are in a high-rise building

DO NOT use an elevator. Go to the centre of the building, stairwells, or to a rest room. Follow the directions of building security or officials.

If you are in a vehicle

STOP! Get out of the vehicle and move away from the tornado's path at a right angle and lie in a hollow or ditch. Remember to cover your head and chest.

If a tornado strikes

- DO NOT stay in mobile homes...get out and seek shelter elsewhere. View a mobile home as a vehicle.
- DO NOT try to outrun the tornado in your vehicle or on foot...you could lose the race and your life.
- DO NOT open windows. DO NOT stay in large open rooms.
- DO NOT stay in areas that have a lot of windows.

Lightning

At any given time there are over 2,000 thunderstorms in progress over the surface of the earth. Lightning strikes the earth over 100 times each second and can be very dangerous. Keep the following precautions in mind to avoid injury.

- Stay inside. DO NOT go out unless absolutely necessary.
- Stay away from open doors, windows, telephones, plumbing fixtures, metal objects and chimneys.
- Disconnect sensitive electronic devices and electrical appliances.

If you are outdoors

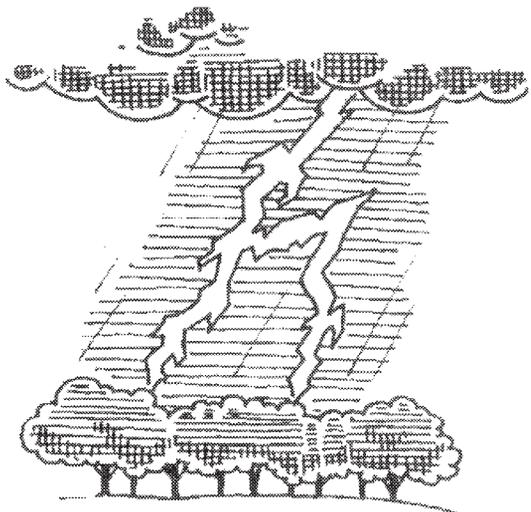
- Seek shelter in a building, hollow or ditch.
- If shelter is unavailable, kneel on the ground and lean forward with your head lower than your back (but not touching the ground) and place your hands on your thighs.
- Avoid hilltops, tall trees, open spaces, and metal objects such as fences, machinery, sheds, etc.
- DO NOT use or handle metal items such as tools, umbrellas, golf clubs, etc.
- DO NOT go swimming or boating.

If you are in a vehicle

- Stay in your vehicle.
- DO NOT touch metal surfaces inside the vehicle.
- DO NOT park near trees or other high objects.

First Aid

- If you see someone struck by lightning, call an ambulance immediately. Administer first aid such as mouth-to-mouth resuscitation. Lightning victims are not "charged" and, therefore, not dangerous to touch.



Winter Storms

Winter weather conditions can become severe or hazardous with little or no warning. Proper preparation plus a knowledge of weather conditions can reduce potential harmful effects to you and your family.

Severe winter weather can take a number of forms

- Blizzards - A combination of falling, drifting snow and high winds with a visibility of less than one km and temperatures below - 10°C.
- Ice Storms - Freezing rain or drizzle that coats roads, trees and hydro lines causing dangerous driving conditions and power failures.
- Heavy Snows - Over 10 cm of snow in 12 hours or 15 cm of snow in less than 24 hours.
- Cold Wave - A rapid drop in temperature of 25°C or more in less than 18 hours.

Protective Clothing

- Wear several layers of loose-fitting, light-weight clothing. This will keep you warmer than a single heavy layer of clothing. The outer garment should be tightly woven and water resistant.
- Wear mittens, not gloves, for more warmth and protection.
- Wear a hood or hat. You lose much of your body heat from the head and face area.



Travel Precautions

The best safety precaution during severe weather conditions is to avoid travelling. However, if you must drive, be prepared.

- Have your vehicle tuned-up for winter driving and keep your vehicle full of fuel.
- Plan your trips in advance and drive on well-travelled roads.
- If you plan to go on a trip, tell family or friends of your route, the time you leave or the time you expect to be at your destination.
- Listen to the radio for weather updates.
- If driving conditions become serious, turn back or stop on the side of the road.
- Carry a winter survival kit.

Stranded Travellers

If you get trapped in your vehicle, stay with the vehicle, DO NOT panic and remember the following:

- Avoid exposure and overexertion.
- Check the exhaust pipe to ensure it is not blocked with snow.
- Keep a window partially opened.
- Run the engine sparingly for heat.
- Avoid overuse of headlights as they will wear down the battery. Use the interior dome light sparingly at night, as an

- Exercise by moving your arms and legs.
- DO NOT let all occupants sleep at the same time.
- Keep watch for searchers and other traffic.

Winter Survival Kit

Winter survival kits should include the following:

- Flashlight and extra batteries.
- Candles and coffee tin.
- Matches/lighter.
- Blankets/warm clothing.
- Granola bars, candy, sugar cubes.
- First aid kit.
- Booster cables.
- Shovel and tow rope.
- Flares or other signal aids.

Home Precautions

Severe weather conditions may result in power failures which will affect your home heating system. Anticipate possible heating system failures by preparing these materials in advance.

- Keep a battery powered radio, flashlight and extra batteries. The radio and flashlight should use the same size batteries.
- Keep a supply of candles and matches on hand.
- Keep adequate food stocks and medical supplies on hand.
- Have a CSA-approved alternate heat source.
- If you have a stove or fireplace, have the chimney cleaned at least once a year.
- Check your home fuel supplies such as wood, heating oil, kerosene, etc. DO NOT store liquid fuels in the house.

Heating System Failure Precautions

If your heating system fails, take these precautions:

- Stay calm - your house will keep you warm for several hours.
- Avoid opening doors unnecessarily.
- During a power failure, turn off all electrical appliances.
- Begin using your alternate heating unit before the house cools down.
- If freezing is possible, turn off the main water valve, drain the water lines and put antifreeze in toilet bowl, sink and bath drains. The hot water heater should also be turned off and drained.
- Check operator manuals of major appliances for frost protection requirements.
- Listen to the radio for emergency instructions.

If You Have Pets

- Keep extra food/feed on hand.
- Provide shelter for animals, especially young and small animals or pets.
- Keep the water source flowing. Most animals die from dehydration because the water source was frozen, not from lack of food. For household pets, keep them inside or in a dry place.

Floods

Home and property flooding can occur anywhere in Manitoba. Being prepared for a flood can reduce potential harmful effects to your family and property.

Flood Warning Action

- Store fresh drinking water. Regular drinking water supply may become contaminated.
- Install plugs in basement drains and check sewer backup valves.
- Remove all chemical products from the basement and other flood prone areas.
- Move personal belongings to upper floors.
- Install sump pumps.
- Contact local municipal authorities before dyking buildings.
- Contact your Agricultural Representative regarding the relocation of farm produce, livestock, poultry, etc.

During Flooding

- Turn off basement furnaces and the outside gas valve.
- Turn off electrical power. If the area surrounding the switch is wet, stand on a dry surface and reach with a dry wooden stick.
- Add 2½ litres of disinfectant (e.g. chlorine bleach) to basement flood waters every two or three days.
- If you suspect your drinking water is contaminated, purify it by boiling, using purification tablets or chlorinate with a chlorine bleach.
- Listen on a battery-powered radio for flood instructions.
- NEVER attempt to cross flood areas on foot or in a vehicle. The water can be swift and you could be swept away.
- Follow instructions of local officials.

Evacuation

If you must evacuate remember to take:

- A flashlight, battery-powered radio, and extra batteries.
- Waterproof outerwear and footwear.
- Extra clothing.
 - Essential medicines and toiletries.
 - Personal documents and family identification.

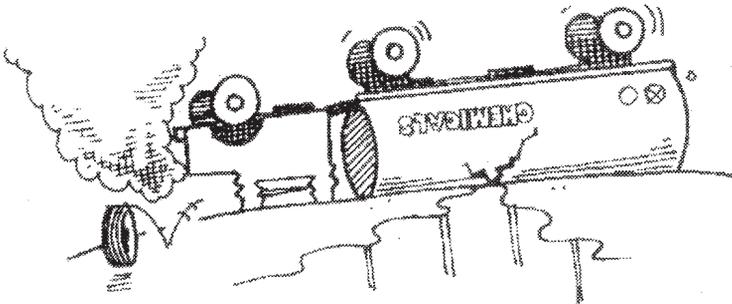


Hazardous Materials Accidents

Hazardous materials are chemicals that are harmful to humans and to the environment. Accidents can force an evacuation from your home and the surrounding area. Fumes from fire or chemical releases can create problems over a large area. Such accidents are likely to occur in industrial parks, along highways, or along railways. Hazardous materials accidents can be very dangerous because of the possibility of dealing with unknown chemicals. Always be very careful around any chemical accident or chemical spill or fire.

What To Do

- If you see a chemical accident, or notice chemical odours entering your home through windows or the basement, call local fire and police services and the provincial Environmental Accident Reporting Line.
- Stay upwind of the area. Be careful where you walk.
- Leave the accident area, move upwind, and help keep others away until officials arrive on the scene.
- If you are told to evacuate, leave your home or office at once.
- Check with your neighbours and assist them if necessary.
- DO NOT take chances. Many chemicals cannot be seen or smelled, but they can be DEADLY.
- Listen to the radio or television for information and instruction about returning to the area. DO NOT enter the area until a proper assessment has been conducted.
- You should assist accident victims ONLY if the injury is LIFE THREATENING.

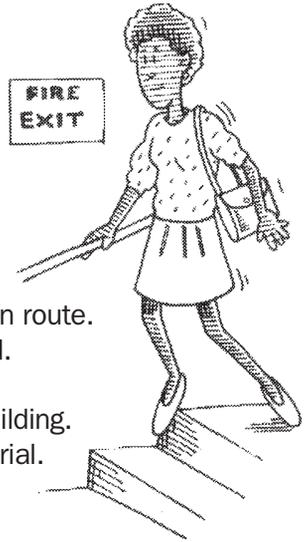


**Environmental
Accident Reporting
24 Hour Emergency Line
1-204-945-4888**

Fire Safety

Fire can be a killer. DO NOT take chances. The safety guidelines for fire listed below could save lives if you act in a timely manner and STAY CALM.

- Activate fire alarm to warn others.
- Call the fire department. Give your name, location of the fire, and other information that would be helpful.
- Assist your neighbours, people with disabilities, or others who cannot help themselves.
- Move quickly to your assigned fire exit.
- Remove high heel shoes to avoid tripping.
- Use handrails on stairs or ladders.
- Follow the instructions of building or fire officials.



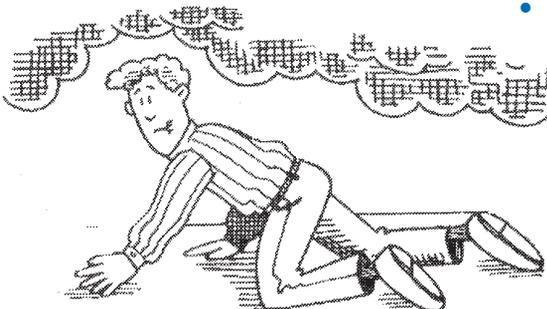
If You Have To Evacuate A Building

- DO NOT use elevators.
- Move to your assigned fire exit or evacuation route.
- Have an alternate evacuation route planned.
- Get out and away from the building.
- Go to your assigned location outside the building.
- Watch for falling glass, wood, or other material.
- DO NOT try to return to the building.

If You Get Trapped In A Room

- Place cloth material around or under door to prevent smoke from entering.
- If you can, RETREAT...close as many doors as possible between you and the fire. Be prepared to signal from a window, but do not open or break the window unless absolutely necessary.
- If you are caught in smoke, drop to your hands and knees and crawl. Hold your breath as much as possible and take shallow breaths through your nose, using a blouse or shirt as a filter.
- If you have to move through flames to escape, hold your breath and move quickly. Cover your head and hair and keep your head down and eyes closed as much as possible.

- If your clothes catch on fire
...STOP ...DROP ...ROLL.

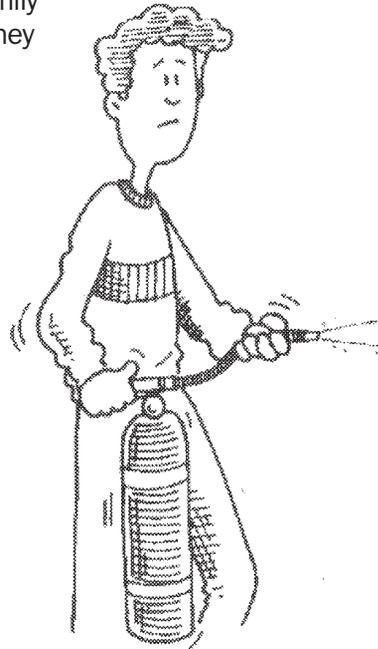


Fire Extinguisher Instructions

- Always try to use the appropriate fire extinguisher to put out the fire.
- Pull safety pin from the handle. Aim the nozzle, cone, or horn at the base of the fire.
- Squeeze the trigger handle. Sweep from side to side.
- If the fire is too large, get out of the building or house and move to a safe distance.

Home Fire Safety Tips

- Have a working smoke detector on each level of your home and test it regularly. Change batteries yearly, or as needed.
- Have a home escape plan and make sure everyone knows what to do and practice it regularly.
- Know two ways out.
- Have a meeting place for everyone to go to.
- Each family member should know how to call the fire department to report a fire, from a neighbour's home.
- Make sure everyone in your family knows that once they are out they must not go back inside for any reason.



First Aid

The following information deals with first aid and how to use first aid for various types of injuries. If you do not know first aid, enroll in a class now.

You should also learn CPR. You should keep a first aid kit in your car, boat, home, and there should be one at your place of work.

Safety Guidelines For Choking

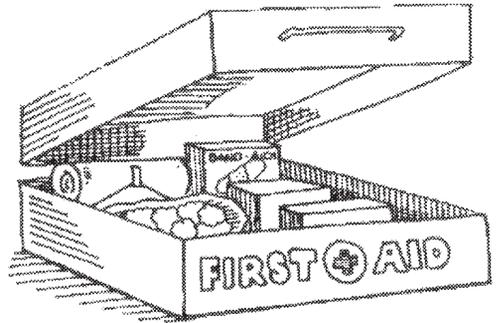
If a person is choking, the first question to ask is "Can you speak?" If the victim can speak or cry out, the airway is probably open enough to force out the obstructing object.

If the victim can speak, or cough:

- Reassure and encourage coughing.
- DO NOT hit on back.

If victim cannot speak or cough, but is conscious:

- From behind, wrap your arms around victim's waist.
- Make fist with one hand, grasp with other hand. Place hands above navel to avoid lower tip of the breastbone.
- Give one quick inward and upward thrust.
- Repeat upward thrusts until airway is clear, or victim becomes unconscious. If unconscious, refer to the methods used for resuscitation.



If the victim choking is an infant or small child:

- Support the head and place head lower than trunk; give four back blows.
- Supporting the head, turn the infant face up. Place two or three fingers on the breastbone between the nipples. Give four chest thrusts.
- Check mouth for obstruction and remove any visible objects.
- Give two quick puffs of breath.
- Repeat above steps until successful.

NOTE:

This publication is designed as a guide to assist you during emergencies. It is not intended to serve as a substitute for detailed first aid or medical training. It is recommended that all citizens contact their local Red Cross, St. John Ambulance or doctor for additional training or information.

Poisoning

Be sure there is no further danger to you or the victim.

- Call for an ambulance immediately, if needed.
- Try to identify the poison container(s). Keep the container(s) to show the doctor; or read the information when you call the Poison Control Centre number.
- Be sure you do not become a victim. Move away from the source of poison fumes. Get to fresh air and move the victim to fresh air.

If the poison comes in contact with the skin or eyes:

- Flood the area with cold running water for 15 minutes. Be sure to flush the eyes gently.
- Remove any contaminated clothing.
- DO NOT use any chemical antidotes.

For Swallowed Household Chemicals or Poisons

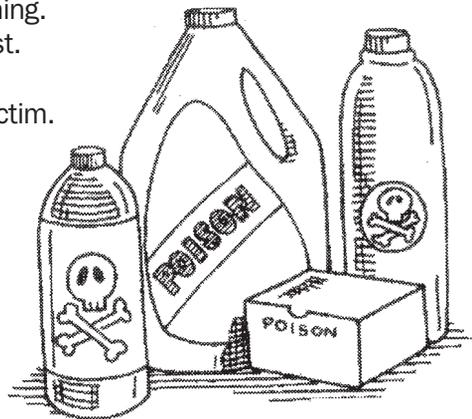
If the person is conscious, ask questions to find out what type of poison was swallowed.

- Give milk or water. For an adult, give one to two cups; for a child, give one-half to one cup.
- Induce vomiting only when advised by the Poison Control Centre or the doctor. Follow instructions of the Poison Control Centre or doctor.
- To avoid inhalation of vomit, place victim on their side.
- If the poison is a hydrocarbon or corrosive, DO NOT induce vomiting, but give milk or water.

If the person is UNCONSCIOUS:

- Place person on side.
- Watch and listen for breathing.
Look for movement in chest.
- DO NOT induce vomiting.
- Shout at, tap and shake victim.

POISON CONTROL CENTRE
24 HOUR NUMBER
1-204-787-2591
(in Winnipeg 9-1-1)



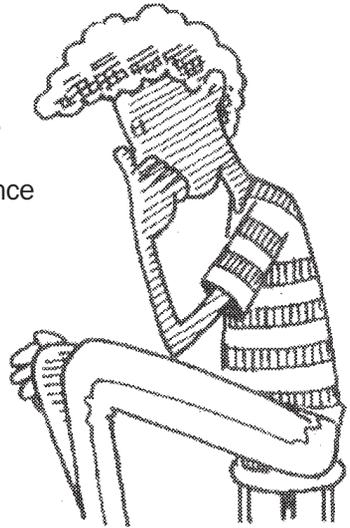
Bleeding

Serious bleeding occurs with deep cuts and severed blood vessels.

- Ensure there is no further danger to you or to the victim.
- Remove clothing to expose extent of wound.
- Help the victim to lie down or to get comfortable.
- Cover the wound with sterile cloth.
- If no dressing is available, use bare hand.
- Apply firm pressure with your hand directly over the wound.
- Elevate bleeding part unless bone is broken.
- When bleeding stops, apply further dressing on top of original dressing and bandage firmly.

First Aid Safety Tips For Nose Bleed

- Seat victim with head tilted forward.
- Pinch nostrils firmly for ten minutes.
- Avoid nose blowing.
- If bleeding persists, call for ambulance or take victim to a doctor.



Bone or Joint Injuries

There are times that bone or joint injuries will not be visible. Always be careful about moving a victim. If you are unsure, DO NOT move the victim except to prevent further injury.

If you suspect that a bone is broken, you can look for signs of swelling or signs that show deformity.

- Ensure that breathing is normal.
- Control bleeding by applying direct pressure to wound.
- DO NOT put pressure directly on broken bones.

If you are in doubt, treat the injury as though it is a broken bone. Follow the guidelines below:

- Immobilize the injured part as much as you can.
- You can hold the injured limb with your hands or place a pillow, sandbags, clothing, etc. on both sides to keep it in position.
- For neck or back injuries, stabilize head and neck, and DO NOT move victim until help arrives.
- To relieve pain, apply cold, NOT heat to bones and joints.

If a broken bone or object is protruding through the skin, follow these guidelines:

- DO NOT remove embedded objects.
- Apply pressure close to wound, if serious bleeding is present, but DO NOT press on broken bone or protruding object.
- Place a sterile or clean dressing around the wounded area and cover wound.
- Maintain pressure and prevent movement of object by applying bulky pads and bandaging in place.

Eye Injuries

Eye injuries can be very serious. Always use caution and seek professional help as soon as possible.

Chemicals in eye

Wash eyes immediately with large amounts of fresh cold water for at least 15 minutes.

Foreign object in eye

Never rub eye and DO NOT try to remove embedded foreign objects.

Puncture wounds

Puncture wounds to the eye are very serious. Cover both eyes lightly with bandages and seek help as soon as possible.



Burns and Scalds

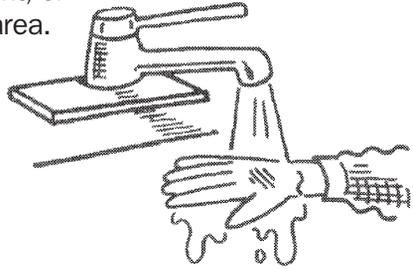
Always use caution and make sure there is no further danger to you or the victim.

For burns or scalds caused by fire, hot solids, hot liquids or the sun, follow the guidelines below:

- Cool affected part with cold water and ice to relieve pain.
- Remove rings and bracelets before swelling begins.
- Cover wound with clean cloth and secure lightly with bandage.
- If burn or scald is larger than a dollar coin, seek medical attention immediately.
- Never breath on, cough on, or touch a burn.
- Never open blisters.
- Never apply medications, ointment, or greasy substances to a burned area.

Dry or liquid chemical burns

- Brush off dry chemicals.
- Flood with running water.
- Cover with clean dressing and bandage lightly.



Electrical burns

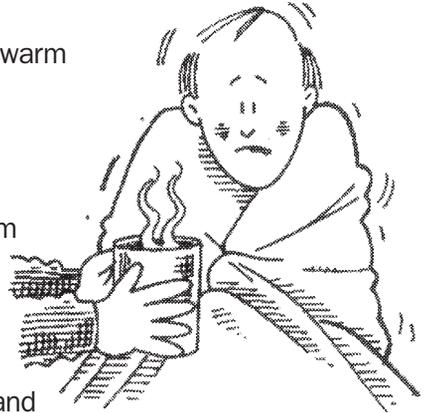
- Before touching victim be sure electricity is turned off.
- Cover burns with clean dressing and bandage lightly.

Cold and Heat Exposure

Cold Exposure

Cold exposure will cause loss of body heat. Follow the guidelines below:

- Remove any wet or damp clothing.
- Wrap in sleeping bag, blankets, or warm and dry clothing.
- Warm the victim by using your own body heat.
- Light a fire for warmth, if possible.
- If the victim is conscious, give warm drinks but NO alcoholic drinks.



Heat Exhaustion

The cause of heat exhaustion is excessive exposure to heat, with loss of body fluids and subsequent straining of the heart and circulatory system.

Treatment:

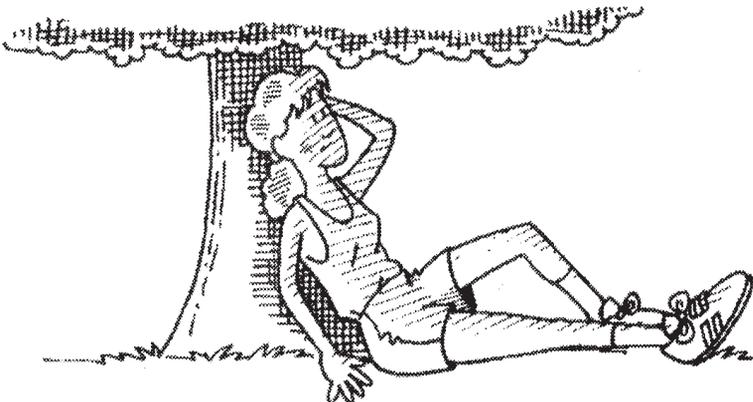
- Move victim to a cool or shady area.
- If the victim is conscious, give fluids to drink, but NO ALCOHOL.
- If unconscious, keep victim's airway open and remain with them.

Heat Stroke

The cause of heat stroke is a high body temperature with the inability to sweat, and poor blood circulation to the brain. This condition is very serious and can cause death.

Treatment:

- Move victim to cool area.
- Decrease body temperature by sponging the body with cold water and ice.



Resuscitation of Victim

This area of first aid deals with making sure the victim is breathing, and provides information to assist a victim in breathing until help arrives.

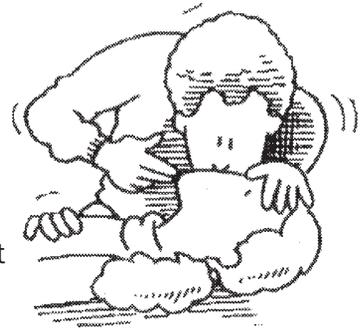
If you suspect there is neck injury, DO NOT move the victim. Check the airway to ensure that it is clear.

Airway Check (Victim with a Suspected Neck Injury): Steady your hands on the victim's cheek bones. Grasp the angle of the jaw and, without tilting the head, lift the jaw upward.

Airway Check (No Suspected Neck Injury): Place one hand on victim's forehead to tilt the head back. Place fingers of other hand under the chin to lift the jaw.

- Look for movement in the chest.
- Listen for breathing.
- Feel for breath on your cheek.

If the person is NOT breathing, start artificial respiration immediately.



Adult Resuscitation

- Keep victim's head well back (use chin-lift only for suspected neck injuries).
- Pinch nostrils.
- Place your mouth over victim's mouth.
- Give two full breaths.
- Continue with one breath every five seconds until victim breathes normally or help arrives.

If air does not enter victim's chest when attempting artificial respiration, do the following:

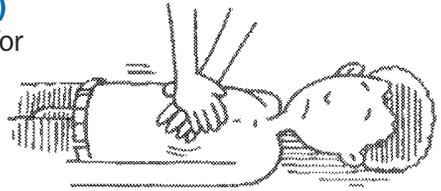
- Reposition the head and attempt again.
- To clear airway, place heel of one hand on top of back of other hand just above the navel but well below the tip of the breastbone. Press upper abdomen with six to ten quick thrusts. Grasp lower jaw between thumb and finger and lift chin. Insert index finger of other hand deep into mouth and use finger to sweep, dislodge and remove any foreign object.
- Attempt to give a breath.
- If unsuccessful, repeat sequence of abdominal thrusts, finger sweeps, and attempts to ventilate until the obstruction is cleared.

- Feel the pulse in the neck for 10 seconds.
- If no pulse is felt, start CPR.
- Use head tilt/chin-lift to open airway.
- Place heel of one hand on breastbone, above its low tip between nipples. Place heel of other hand on first hand. Press straight down to compress chest one and one-half to two inches (3.8 cm to 5 cm), 100 times per minute. After every fifteen compressions, give two breaths. Continue this action until help arrives.

For Small Children (1 to 8 Years of Age)

Follow the same procedure as outlined for adults, making the following changes:

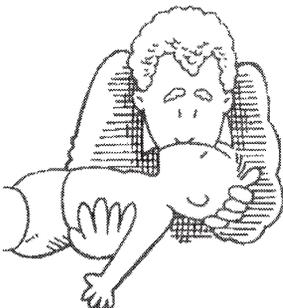
- Use small breaths.
- Keep airway open.
- If the airway is obstructed, only remove a foreign object if visualized.
- Seal mouth and nose properly.
- Use heel of one hand to perform chest compressions.
- Compress one to one and one-half inches (2.5 cm to 3.8 cm) about 100 times per minute.
- After every ten compressions, give one breath.
- Allow for deflation between breaths.
- Continue until help arrives.



For infants (Under 1 Year of Age)

Follow the same procedures outlined for adults, making the following changes:

- Maintain open airway.
- Make tight seal over mouth and nose.
- Use small breaths.
- If the airway is obstructed, only remove a foreign object if visualized.
- Place two to three fingers on sternum, one finger's width below the nipple line.
- Compress down one-half to one inch, (1.3 cm to 2.5 cm) about 100 times per minute.
- Keep fingers on sternum during upstroke.
- Complete chest relaxation on upstroke.
- Allow for deflation between breaths.

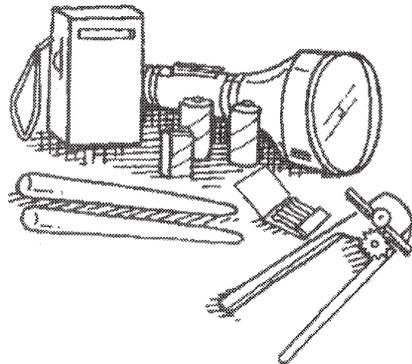


Emergency Checklist

- Discuss with your family and friends how to respond to disaster situations.
- Draw a floor plan of your home. Mark two escape routes.
- Learn how to turn off water, gas and electricity at your location.
- Teach children how and when to use emergency telephone numbers for help (9-1-1 where available).
- Pick one out-of-area and one local family member or friend to call if you get separated when you evacuate.
- Pick a place and an alternate outside your home to meet in case of fire.
- Keep family records and other important papers in a waterproof and fireproof container.
- Make arrangements for pets if you leave or evacuate.
- Let others know when you leave, where you are going, and when you expect to arrive.

Emergency Supplies

- An extra set of car keys and house keys.
- First aid kit.
- Blankets or sleeping bags.
- Special items for infants, elderly, or disabled family members.
- Special medications necessary for period of evacuation.
- Battery-powered radio and extra batteries.
- Flashlight and extra batteries.
- Tire repair kit and pump.
- Flares and an emergency road kit (in your vehicle).
- Toys and games for children.
- Sewing kit.
- Candles and a supply of matches or cigarette lighter.
- Non-perishable or canned foods and a manual can opener.

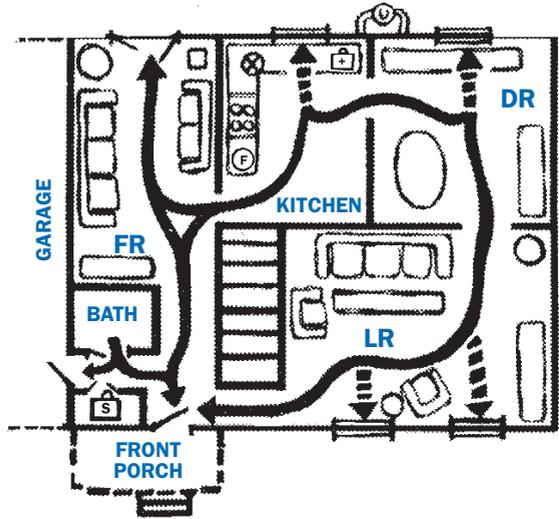


Escape Plan

Example

In a fire or other emergency, you may need to evacuate your house, apartment or mobile home on a moment's notice.

Develop an escape plan by drawing a floor plan of your residence. Using a black pen, show the location of emergency supplies (emergency supplies kit), fire extinguishers, smoke detectors, collapsible ladders, first aid kits and utility shut-off points. Next, use a coloured pen to draw a broken line charting at least two escape routes from each room. Finally, mark a place outside of the home where household members should meet in case of emergency.



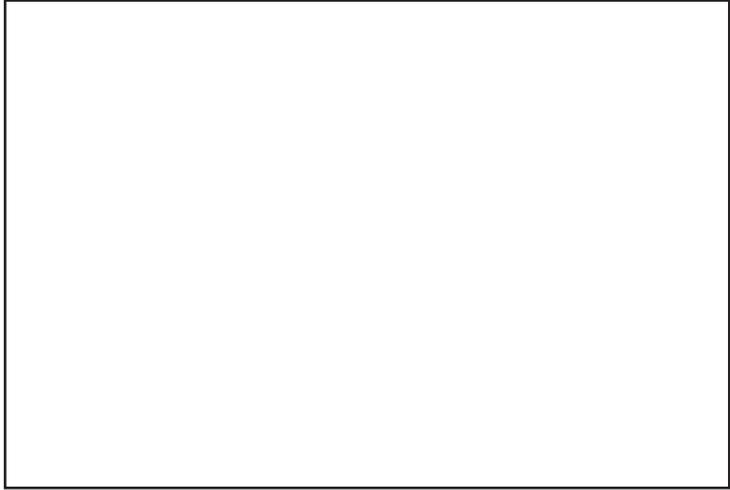
LARGE OAK



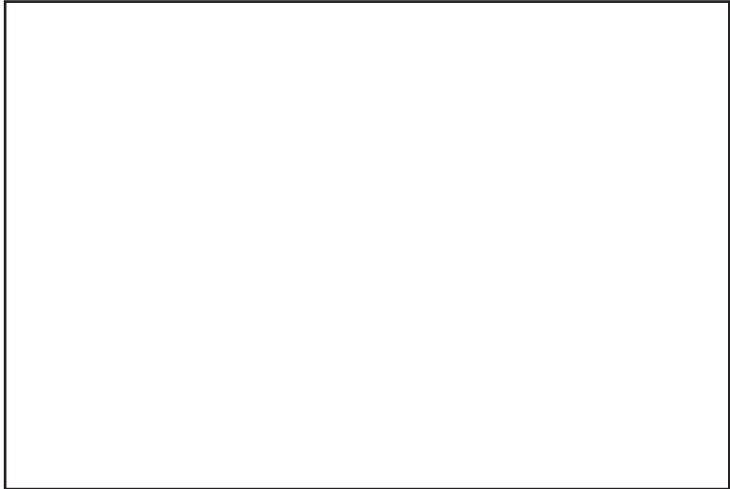
Be sure to include important points outside such as garages, patios, stairways, elevators, driveways and porches. If your home has more than two floors, use an additional sheet of paper. Practice emergency evacuation drills with all household members at least two times each year.

Escape Plan

Upper Level



Lower Level



Legend

 Normal Exit Route

 Emergency Exit Routes

 Fire Extinguisher

 Smoke Detectors

 Disaster Supplies Kit

 Doors

 Collapsible Ladder

 Reunion Location
(Outside)

 Stairways

 Utility Shut Off

 Windows

 First Aid Kit