

## PRE-PLANNING: SHELTER-IN-PLACE

It's important that you have a *shelter-in-place* plan for your home or business. Some key steps in this plan are:

1. Know what doors and windows are likely to be open and assign someone to check and close them.
2. Know where the manual vents are and how to close them.
3. Know where forced air heating, cooling controls and power exhausts are located and how to turn them off.
4. Know what room you will go into and how to seal it. Have a kit that includes plastic sheeting, duct tape, scissors, towels/rags, etc.
5. Have a radio (preferably two: one electric and one battery-operated) in the room you will stay in. Know the Emergency Alert System station(s) for your area and tape the station numbers to the side of the radio.
6. EAS stations for York County are:  
WSBA 910 AM  
WARM 103.3 FM  
WGTY 107.7 FM

Other EAS stations are listed in the front of your telephone book in the emergency information section. You may want to include the list of all stations on the piece of paper you tape to your radio.

### Shelter-In-Place Kit

You should gather the following items together in a box to have ready during an emergency:

- plastic sheeting for windows
- duct tape and scissors
- towels/rags for vents and under doors
- drinking water in jugs
- battery-operated radio (with emergency broadcast station numbers taped to the side) and extra batteries
- working flashlight with extra batteries
- non-perishable snacks
- this brochure

# ***SHELTER***

# ***IN***

# ***PLACE***

## EMERGENCY INSTRUCTIONS

FROM THE



*For more information contact:*

**York County Office of  
Emergency Management**

120 Davies Dr.  
York, PA 17402

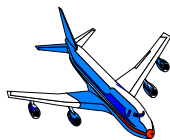
**717-840-2990**  
**oem@ycdes.org**

## Chemicals are everywhere.....

Accidents can and do happen....

Chemicals can be released from

Airplanes.....



Trucks.....



Companies...or



Trains.....

### **What if a Chemical Release occurs in our Community?**

*First and foremost, **don't panic.*** When chemicals are released, emergency officials may order an evacuation and you will be instructed where to take shelter and/or what routes to travel.

The safest immediate action for airborne chemical releases is to **shelter-in-place** and listen to radio or television for further instructions.

There may not be enough time to evacuate during most releases!

### **Quick Steps: How to Shelter-In-Place If Outdoors When the Incident Occurs**

1. **Go inside immediately** and turn on a radio or TV for emergency information.



2. Close all windows and doors.



3. Bring pets inside.
4. Turn off all ventilation systems.
5. Once inside, *if instructed*, seal windows and doors of the room.



6. Continue listening to a radio or TV for further instructions.



*\*If you are in a vehicle, close all windows, manual vents and ventilation systems. Turn on the radio for emergency information.*

### **Quick Steps: How to Shelter-In-Place If Already Indoors**

#### **First....**

Get everyone into one room

#### **Then....**

Close all doors and windows

#### **Next....**

*If instructed*, seal any cracks around windows and doors with duct tape and plastic sheeting or wet towels

#### **Finally....**

Make sure you turn off all heating, cooling and ventilation systems—and don't forget to put out any fire in your fireplace and close the damper.

*If your eyes, nose or throat become irritated, protect your airway by covering your mouth and nose with a damp cloth and take frequent, shallow breaths.*

**Most importantly....STAY CALM.**

**STAY INDOORS!** Continue listening to the radio or TV for emergency information. You may be given special instructions for evacuation, if needed. Also, you will be notified when the emergency is over.