

TOOLBOX TALKS

Emergency Response to Severe Weather or Other Natural Disaster

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Tornado

When a warning is issued by sirens or other means, seek inside shelter.

- Consider sheltering in the following:
- Small interior rooms on the lowest floor and without windows;
- Hallways on the lowest floor away from doors and windows; *or*
- Rooms constructed with reinforced concrete, brick, or blocks with no windows.
- Stay away from outside walls and windows.
- Use arms to protect head and neck.
- Remain sheltered until the tornado threat is announced to be over.



Earthquake

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
- Evacuate as instructed by the Emergency Coordinator and/or the designated official.



Flood

Employees are indoors

Be ready to evacuate as directed by the Emergency Coordinator and /or the designated official. Follow the recommended primary or secondary evacuation routes.

Employees are outdoors

- Climb to high ground and stay there.
- Avoid walking or driving through floodwater.
- If car stalls, abandon it immediately and climb to higher ground.



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Hurricane

The nature of a hurricane provides for more warning than other natural and weather disasters. A hurricane watch is issued when a hurricane becomes a threat to a coastal area. A hurricane warning is issued when hurricane winds of 74 mph or higher, or a combination of dangerously high water and rough seas, are expected in the area within 24 hours.

Once a hurricane watch has been issued:

- Stay calm and await instructions from the Emergency Coordinator or the designated official.
- Moor any boats securely, or move to a safe place if time allows.
- Continue to monitor local TV and radio stations for instructions.
- Move early out of low-lying areas or from the coast, at the request of officials.
- If you are on high ground away from the coast and plan to stay, secure the building, moving all loose items indoors and boarding up windows and openings.
- Collect drinking water in appropriate containers.



Once a hurricane warning has been issued:

- Be ready to evacuate as directed by the Emergency Coordinator and/or the designated official.
- Leave areas that might be affected by storm tide or stream flooding.
- During a hurricane, remain indoors and consider going to the following:
 - Small interior rooms on the lowest floor and without windows,
 - Hallways on the lowest floor away from doors and windows, *and*
 - Rooms constructed with reinforced concrete, brick, or blocks with no windows.

Blizzard

Employees are indoors

Stay calm and await instructions from the Emergency Coordinator or the designated official.

- Stay indoors!
- If there is no heat:
 - Close off unneeded rooms or areas.
 - Stuff towels or rags in cracks under doors.
 - Cover windows at night.



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- Eat and drink. Food provides the body with energy and heat. Fluids prevent dehydration.
- Wear layers of loose-fitting, lightweight, warm clothing, if available.

Employees are outdoors

- Find a dry shelter. Cover all exposed parts of the body. If shelter is not available:
- Prepare a lean-to, windbreak, or snow cave for protection from the wind.
- Build a fire for heat and to attract attention. Place rocks around the fire to absorb and reflect heat.
- Do not eat snow. It will lower your body temperature. Melt it first.

Stranded in a car or truck

- Stay in the vehicle!
- Run the motor about 10 minutes each hour. Open the windows a little for fresh air to avoid carbon monoxide poisoning. Make sure the exhaust pipe is not blocked.
- Make yourself visible to rescuers.
- Turn on the dome light at night when running the engine.
- Tie a colored cloth to your antenna or door.
- Raise the hood after the snow stops falling.
- Exercise to keep blood circulating and to keep warm.



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