

CADDO PARISH'S

DISASTER PREPAREDNESS INFORMATIONAL BOOKLET



CADDO PARISH COMMISSION



Chris Kracman
District 1



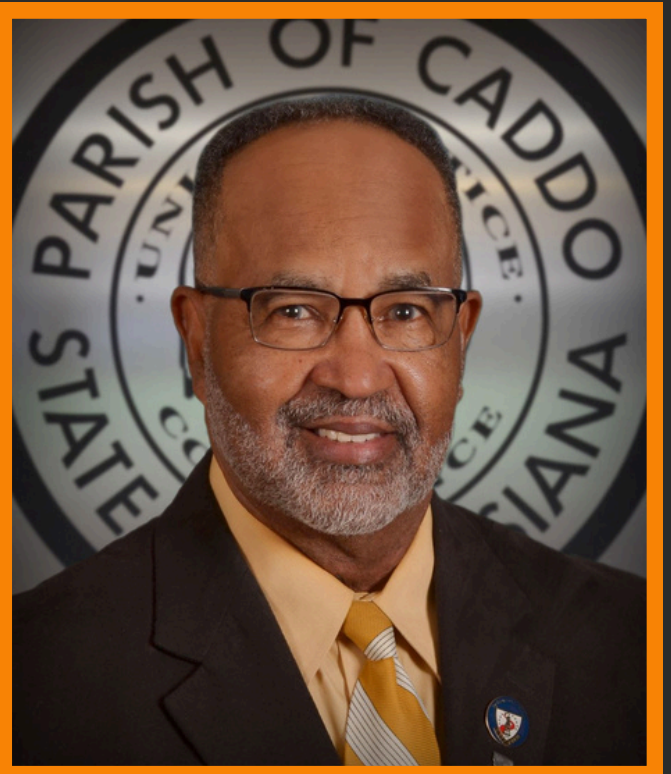
Gregory Young
District 2



Victor L. Thomas
District 3



John-Paul Young
District 4



Roy A. Burrell
District 5



Steffon D. Jones
District 6



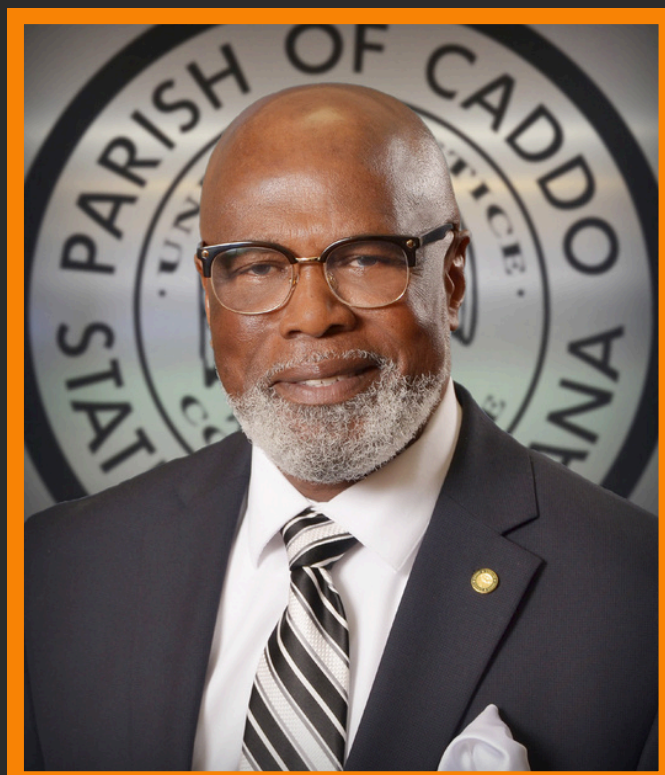
Stormy Cage-Watts
District 7



Grace Anne Blake
District 8



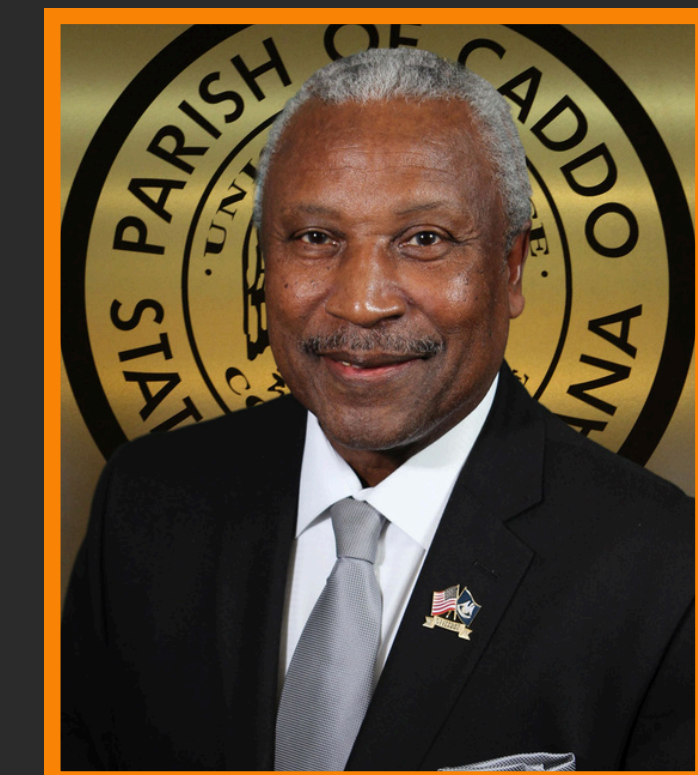
John E. Atkins
District 9



Ron L. Cothran
District 10



Ed Lazarus
District 11



Kenneth R. Epperson, Sr.
District 12

Are You
C!ADDO
READY

EMERGENCY
ALERTS



CITY & PARISH
NOTIFICATIONS

Sign up at

caddoready.org

for FREE emergency and community alerts!

CADDO PARISH MUNICIPALITIES

Caddo Parish has eleven municipalities: Belcher, Blanchard, Gilliam, Greenwood, Hosston, Ida, Mooringsport, Oil City, Rodessa, Shreveport, and Vivian. (Keithville is an unincorporated community.)

The largest city in the Parish is Shreveport.

- City of Shreveport
Mayor Tom Arceneaux
- Town of Blanchard
Mayor Jim Galambos
- Town of Greenwood
Mayor Justin Davis
- Town of Oil City
Mayor Cheryl Clifton Driskell
- Town of Vivian
Mayor Ronnie Festavan
- Village of Belcher
Mayor Jennifer Fant
- Village of Gilliam
Mayor Adam Oliver
- Village of Hosston
Mayor Kimberly "Kim" Jaynes
- Village of Ida
Mayor Kenneth Shaw
- Village of Mooringsport
Mayor Ty Gordon
- Village of Rodessa
Mayor Tanya Phillips
- Unicorporated Community
of Keithville



CADDO PARISH JUSTICES OF THE PEACE

Ward 1	Barbara Dougett	318-455-2220
Ward 2 Vivian District	Johnnie Hough	318-470-6632
Ward 3 Blanchard	Carl W. Copes	318-929-2789
Ward 3 Mooringsport District	Brian Anderson	318-464-2053
Ward 6	Glenda E. Britton	318-925-9275
Ward 7	Susan Waddell	318-868-9003
Ward 8	John Kay	318-423-2206
Ward 9	Katoya Janelle Rainey	318-918-8936



CADDO PARISH CONSTABLES

Ward 1	Paul Sapp	318-422-6811
Ward 2 Vivian District	Tommy Poindexter	318-995-0903
Ward 2 Oil City District	Barry Purcell	318-505-8353
Ward 3 Blanchard District	Melvin Presley	318-207-0722
Ward 3 Blanchard District	Samuel Yount Deputy Constable	318-393-4465
Ward 3 Mooringsport District	Roger D. Harris	318-426-2422
Ward 5	Tony Hunter	318-393-9791
Ward 5	Louis Johnson Deputy Constable	318-751-1774
Ward 6	Kevin McClure	318-925-2362
Ward 7	John R. McGrew	318-925-2209
Ward 7	George Hatfield Deputy Constable	318-795-8774
Ward 8	Mark Yawn	318-426-3569
Ward 9	Jimmy Phillips	318-465-2239

CADDO PARISH FIRE PROTECTION SERVICES

Shreveport Fire Department	Chief Clarence Reese, Jr.	318-673-6650
Caddo Fire District No. 1	Chief Dan Cotton	318-929-3575
Caddo Fire District No. 3 Greenwood, LA		318-938-5290
Caddo Fire District No. 4 Keithville, LA	Chief Chad Falls	318-925-2200
Caddo Fire District No. 5	Chief Darrell Braniff	318-797-4111
Caddo Fire District No. 6 Keithville, LA	Chief Damon Johnson	318-925-8791
Caddo Fire District No. 7 Oil City, LA	Chief Danny Richardson	318-995-7114
Caddo Fire District No. 8 Vivian, LA	Chief Jay Paulette	318-375-3233 318-375-3856



CADDO PARISH WATER & SEWERAGE SERVICES

Shreveport Water/Sewerage Department	318-673-7600
Caddo Waterworks District No. 7 Keithville, LA	318-925-6680
Pine Hill Waterworks District No. 8	318-425-7586
Lakeview Waterworks District	318-222-4871
Black Bayou Watershed Commission	
Caddo Parish Sewerage District No. 2	318-221-7299
Caddo Sewerage District No. 7	318-227-0374
Caddo Sewerage District No. 8 Keithville, LA	318-925-0095
Four Forks Water System Springridge, LA	318-925-0092



CADDO PARISH COMMUNICATIONS

DISTRICT NUMBER ONE

HISTORY

The District was established on September 25, 1985 through Parish Ordinance 2291, created to establish a uniform emergency telephone notification system, using the primary emergency telephone number “9-1-1”, to shorten the time required for a citizen to request and receive emergency aid. This ordinance, and subsequent amendments, allowed for the formation of an appointed, seven-member, citizen Board of Commissioners to establish policies and to provide oversight of the staff and technology supporting this new concept. On April 5, 1986, the citizens of Caddo Parish approved the assessment of a telephone surcharge to fund the development, implementation and operation of an enhanced emergency telephone reporting system, commonly known as “9-1-1”. The proceeds from these telephone surcharge fees are used to fund the emergency telephone system/network; the emergency communications equipment and equipment maintenance; employee training; eight (8) systems support and administrative staff positions; a facility housing the communications officers from the Caddo Parish Sheriff’s Office, Shreveport Fire Department and Shreveport Police Department, who answer 9-1-1 calls and dispatch emergency services personnel; and the building/grounds maintenance. On September 17, 1989, Caddo Parish’s “9-1-1” system was implemented, with the first call received at 2:02:02 a.m. The average monthly call volume was ~9,000 calls. Today, the District’s system averages 24,000 calls per month.

PRIORITIES

The District continues to evolve its technological advantage, striving to ensure Caddo Parish citizens receive the quickest response possible during emergencies. We will foster a positive organizational culture that values the experience and input of all staff, in an effort to achieve “pride in ownership”, systems expertise and process continuity. We will sustain and bolster our relationships with public safety agencies, local government organizations and vendor partners, to ensure all First Responders have the most modern equipment we can offer. We will be fiscally responsible when maintaining legacy systems, and proposing new services and equipment to support advanced technology.

GOALS

We will aspire to build reliable, effective and secure communications systems with interoperability and safety at the forefront. The District must maintain its position as the provider of emergency communications technology and infrastructure, allowing the public safety agencies to manage their personnel and operational matters. We will continue to preserve legacy systems, equipment and facilities alongside advanced technology, while planning for their replacement using sensible forecasting and smart fiscal decision making. Administrators will refine annual budget planning and utilize a future years spending plan to assist with committing funds toward near-term and long-term objectives.

CONTACT INFO

Tommy Mazzone, Executive Director
(318) 675-2222



CADDO PARISH SHERIFF'S OFFICE

HOMELAND SECURITY & EMERGENCY PREPAREDNESS

Caddo Parish is subject to the effects of many disasters that cover a wide spectrum of types and magnitudes. Disaster conditions can result from natural phenomena (tornados, floods, winter storms, droughts, fires, etc.) or manmade and technological incidents occurring from transportation of hazardous materials, train derailments, aircraft disasters, building collapses, terrorist incidents, etc.

MISSION

The mission of the Caddo Parish Sheriff's Office of Homeland Security and Emergency Preparedness (OHSEP) is to lead and support the citizens of Caddo Parish in preparing for, responding to and recovering from disasters.

EMERGENCY OPERATIONS PLAN (EOP)

An emergency develops when a situation impacts individuals. Under the Louisiana Disaster Act of 1993 and the Robert T. Stafford Act, each jurisdiction must continually update an Emergency Operations Plan (EOP). The focus of the plan is for the welfare of all citizens in Caddo Parish. This plan defines actions necessary to provide the best possible programs to protect life and property. It also provides positive actions to deal with the adverse affects of a disaster. The Caddo Parish Sheriff's OHSEP maintains this plan.

The EOP is an all-inclusive plan concerned with all types of hazards that Caddo Parish may face. OHSEP employs Comprehensive Emergency Management (CEM), a planning system of four phases: Mitigation, Preparedness, Response, and Recovery. CEM is a cyclical process with all four steps working in harmony. No single step can function fully without the other three:

- Mitigation is defined as activities that eliminate or reduce the impact of a disaster. Some examples are building codes, flood plain management, insurance, building elevations, designation or shelters, etc.
- Preparedness is defined as activities that develop response capabilities and determine resource needs in case an emergency occurs. Planning, exercises, training, public education, and warning systems are examples of preparedness actions.
- Response is defined as activities taken during a disaster to reduce casualties and damages and bring on the final phase - Recovery. Some examples of these activities are evacuation, search and rescue, triage and treatment, and restoration of utilities.
- Recovery is defined as the process of returning the community to normalcy. It is both a short-term and long-term process. Short-term operations restore vital services such as water, electricity, and gas. Long-term recovery focuses on restoring the area to its pre-event status or improving upon that status. Temporary housing, restoration of governmental services, reconstruction of damaged property are recovery issues.



CADDO PARISH PUBLIC WORKS

INCLEMENT WEATHER PREPAREDNESS PLAN

INTRODUCTION

The Severe Weather Annex outlines how Public Works will prepare for and respond to severe weather events. This procedure covers winter storms, high winds, and flooding conditions.

PREPARATION

Maintain communications with CPSO (Homeland Security), Parish Administration, DOTD, and other local jurisdictions regarding the status of emergency water, sandbags, signs, barriers, salt/sand, and other available resources. Ensure all equipment is fueled and all tools are in proper working condition.

MONITORING

Monitor weather forecasts and lake levels and prepare to coordinate Parish-wide assistance as needed. This includes but is not limited to, ice removal, salting, barricading, debris clearing, and evaluating the need for road closures.

ACTION

Deploy designated staff to place high water, road closure, and barrier signs in areas historically prone to weather-related issues. Road crews will report and identify potential hazard locations and issues, with the Parish responding as needed.

COMMUNICATION & COORDINATION

Activate the Caddo Ready alerts for impacted areas and notify the Communications Department about sign placements and road closures. Coordinate with CPSO 911 on locations where Public Works can assist with roadway obstructions, fallen trees, and icy roads. Collaborate with other agencies and municipalities as needed.

FOLLOW-UP PROCEDURES

Continue debris removal and check daily weather updates and road conditions to assess the need for further action. Monitor sandbag distribution for citizens and periodically inspect all signs to ensure they remain visible and adequately placed. Remove or adjust signs as needed once the threat of flooding has passed.

POST-ISSUE REVIEW

Document all actions taken, including the placement and adjustment of signs. Review and update the list of road conditions and posting locations. Assess any damages and necessary repairs to Parish right-of-ways, drainage systems, and infrastructure.



CITY OF SHREVEPORT


WATER & SEWERAGE DEPARTMENT

Emergency & Disaster Response Role

In the event of a natural disaster or public emergency (like hurricanes, floods, or freezes), the Department of Water and Sewerage is vital to protecting public health and infrastructure:

- Water Supply Continuity- Ensures the safe operation of water plants and water pressure throughout emergency events.
- Sewer System Monitoring- Protects against hazardous backups or overflows that could contaminate neighborhoods or waterways.
- Boil Advisories & Alerts- Issues public notifications for boil water advisories and provides guidance on safe water use after disruptions.
- Flood Response- Coordinates with Public Works to manage sewer lift stations and prevent sanitary system overflows.
- Infrastructure Repairs Deploys crews to rapidly address burst pipes, line breaks, and service interruptions—especially during freezes or flooding events.

Contact Information:

 Office Address: 505 Travis Street, Suite 580
Shreveport, LA 71101


 Customer Service: 318-673-5510

 Fax: 318-673-5515

 waterandsewer@shreveportla.gov

 www.shreveportla.gov/119/Water-Sewerage

24/7 Emergency Line:

 318-673-7600 (Use this line for urgent issues such as sewer overflows or water line breaks)

Helpful Tips for Residents

- Sign up for Caddo Ready Alerts to get notifications for water advisories.
- After a storm, avoid flushing non-flushable materials that could block sewer lines.
- Know where your private shut-off valve is in case of a plumbing emergency.



LDA OFFICE OF COMMUNITY DEVELOPMENT

Disaster Recovery

Housed within the Louisiana Division of Administration, the Louisiana Office of Community Development – Disaster Recovery administers federal grant funding to eligible storm-affected entities throughout the state in the form of disaster recovery dollars for programs related to housing, infrastructure, economic development and mitigation. To this end, LOCD-DR leverages established statewide partnerships and proven best practices to help Louisiana communities recover, rebuild and implement long-term resilience planning that helps mitigate impacts from future disaster events.

Types of Assistance

- Buyouts and resettlements
- Small Business Recovery Programs
- Long-term Recovery Planning
- Immediate and Temporary Housing
- Homeowner and Rental Assistance
- Infrastructure Recovery Program
- Disaster Recovery Program
- Provisions of Public Services
- Trainings & Workshops
- Resilience and Mitigation


Role of LOCD-DR During Disasters

- Disaster Response (Short-Term): The Governor's Office of Homeland Security & Emergency Preparedness (GOHSEP) collaborates with FEMA to implement disaster response initiatives.
- Disaster Recovery Begins (Intermediate): Depending on the timeline to receive available federal funding, LOCD-DR works to develop action plans and launch recovery programs as soon as possible.
- Disaster Recovery Continues (Long-Term): LOCD-DR continues to administer recovering funding and programs, including ongoing program evaluation.

LOCD-DR Executive Director

Gina Campo

 P.O. Box 94095, Baton Rouge, LA 70804

 225-219-9600

 gina.campo@la.gov

 locddr.la.gov



LOUISIANA ATTORNEY GENERAL'S OFFICE

Emergency Response Services

- Price Gouging Enforcement: Investigates and prosecutes businesses that unfairly increase prices on necessities such as fuel, water, or lodging during declared emergencies.
- Disaster Scams & Fraud Investigations: Responds to reports of fraudulent contractors, donation scams, or fake charities that arise in the wake of storms or crises.
- Consumer Protection Hotline: Provides guidance for residents dealing with contract disputes, defective repairs, and insurance issues post-disaster.
- Support to Local Law Enforcement: Offers legal resources, coordination, and investigative assistance to local police and sheriffs' offices during emergencies.
- Legal Aid for State Agencies: Assists other government agencies with emergency-related legal matters, including emergency declarations, procurement, and evacuations.

Disaster Preparation & Consumer Tips

- Beware of Scams: Only donate to reputable charities and avoid high-pressure donation tactics.
- Verify Contractors: Always ask for a contractor's license and never pay in full upfront. Verify licenses at www.lslbc.louisiana.gov.
- Report Price Gouging: Save receipts and report unusually high prices on essentials such as gas, food, or generators.
- Keep Records: Document any storm damage with photos and keep written records of repair estimates and contractor agreements.
- Know Your Rights: Review any contracts or legal documents with caution—seek legal advice if uncertain.

Criminal Investigations Division (Shreveport Region)

Office of the Attorney General
1525 Fairfield Ave., Suite 500
Shreveport, LA 71101

Louisiana Attorney General's Consumer Protection Hotline

1-800-351-4889

Report Scams or Price Gouging Online

www.ag.state.la.us

Emergency Email Contact

consumerinfo@ag.louisiana.gov



TOWN OF GREENWOOD

In the event of a natural disaster or public emergency, the Town of Greenwood works in coordination with Caddo Parish Emergency Operations, local utilities, and state agencies to respond and recover. Key roles include:

- Disaster Communication- Greenwood officials help keep residents informed via the town's website, Facebook page, and local alerts.
- Water Supply & Infrastructure Oversight- In areas where the town manages water systems, they maintain service and issue boil advisories or guidance if needed.
- Storm Debris & Road Safety- Public Works crews are deployed to remove debris, manage stormwater drainage, and reopen roads as safely and quickly as possible.
- Law Enforcement & Security- Greenwood Police Department increases patrols and supports public safety during storm recovery periods.
- Emergency Coordination- Town officials coordinate with Caddo Parish and the State of Louisiana for resource requests, sheltering information, and utility restoration.

Contact Information

 Greenwood Town Hall 9381 Greenwood Road

Greenwood, LA 71033

 Main Office: 318-938-7261

 Fax: 318-938-7032

 info@greenwoodla.org

 www.greenwoodla.org

Helpful Numbers for Emergencies

Greenwood Police Department (Non-Emergency): 318-938-5554

Water Department (Billing/Inquiries): 318-938-7261

To report drainage or road issues: Call Town Hall or submit a request via the website.

For life-threatening emergencies, always dial 911.

Stay Informed

Follow the Town of Greenwood, LA - Government Facebook page

Register with Caddo Ready for emergency alerts

Keep updated during storms by monitoring Caddo Parish emergency notifications and town announcements



PUBLIC SERVICE COMMISSION

FOSTER CAMPBELL'S OFFICE

Caddo Parish is located in Louisiana Public Service Commission, District V, currently represented by Commissioner Foster Campbell. District V includes much of Northwest Louisiana, including all of Caddo, Bossier, Webster, Claiborne, and surrounding parishes.

In the wake of hurricanes, winter storms, or other large-scale emergencies, the LPSC becomes an important advocate and resource for restoring public services. Here's how they help:

- Power Restoration Oversight- The LPSC monitors and coordinates with electric utilities (e.g., SWEPCO, Entergy) to prioritize and accelerate restoration efforts.
- Communication with Utility Providers- The Commission ensures that utility companies provide accurate updates to the public and prioritize service for critical infrastructure (hospitals, emergency responders, etc.).
- Billing & Outage Relief- In some cases, the PSC works to ensure fair billing practices, suspensions of disconnections, and relief credits after service interruptions.
- Emergency Preparedness Regulations- The Commission sets standards for utilities to maintain readiness—requiring storm hardening plans, vegetation management, and contingency planning.
- Consumer Assistance- Residents can report prolonged outages, unsafe conditions, or billing issues. The Commission investigates and advocates for timely resolutions.

District Office of Commissioner Foster Campbell

📍 600 North Benton Road, Suite 210, Bossier City, LA 71111

☎ 318-676-7464

✉ psc@la.gov (general)

🌐 www.lpsc.louisiana.gov

The PSC does not regulate municipally-owned utilities or cooperatives, but they can still help guide you to the right contact in such cases.



SWEPCO

Electric Utility Company

SWEPCO is the electric service provider in Caddo Parish.

Our Service territory includes 3 States (Arkansas, Louisiana and Texas) serving some 547,000 customers. In Louisiana, we serve 235,000 customers in 12 Parishes.

SWEPCO is regulated by the Louisiana Public Service Commission.

TO REPORT AN OUTAGE

Telephone: 1-888-218-3919

Computer: SWEPCO.com/outages

SWEPCO APP: Report an Outage

HELPFUL TOOLS

SWEPCO APP: Download the SWEPCO App from your IOS or Google App Store

Use the app to request automatic texts regarding power outages and when power will be restored. You can also use the app to monitor your electrical use and see billing information.

SWEPCO.com: Access from your computer, smartphone or other devices

Use the website to register your account. This enables us to communicate via text, email or automated telephone call regarding outages, restoration and share high bill alerts. You can also sign up for paperless billing and Average Monthly Payments. The website also contains information about energy savings and current incentives and rebates offered to customers.

Average Monthly Payments (AMP)

Take advantage of AMP to spread the cost of heating and cooling over the entire year. You pay roughly the same amount each month to assist with budgeting and prevent high bills due to hot or cold weather.



DELTA ENERGY SERVICES

Delta Energy, formerly operating as CenterPoint Energy, is the primary natural gas utility provider for Caddo Parish.

Emergency Response Services

- 24/7 Emergency Dispatch: Delta Energy maintains a 24-hour emergency hotline to respond to reports of gas leaks, service outages, or damage to gas infrastructure.
- Rapid Leak Detection & Repair: Trained technicians are deployed immediately to investigate gas odors, pressure issues, or damaged lines.
- Coordination with Emergency Agencies: Delta works in partnership with local emergency management, fire departments, and public safety agencies during disasters.
- Temporary Gas Shut-Offs: In the event of severe weather or structural damage, Delta may shut off gas service to protect public safety and prevent explosions or fires.
- Service Restoration Post-Disaster: Delta crews assess and restore gas infrastructure quickly after hurricanes, tornadoes, floods, or ice storms.

Contact Information

📍 525 Milam Street, Shreveport, LA 71101

📞 **24/7 Gas Emergency Line** 1-888-876-5786

📞 Customer Service 1-800-992-7552 (M-F, 7:00 a.m.–7:00 p.m.)

🌐 www.deltaenergy.com

Call Before You Dig (811)

Louisiana One Call – Dial 811 or 1-800-272-3020

Disaster Preparedness Tips for Natural Gas Users

- Know the Smell: Natural gas is odorized with mercaptan to smell like rotten eggs—leave immediately and report it if you detect it.
- Shut-Off Valve Location: Learn how to locate and safely turn off your natural gas supply at the meter if instructed by authorities.
- Avoid Open Flames: Do not use matches, lighters, or electrical switches if you suspect a gas leak.
- Appliance Safety: Secure natural gas appliances and check for damage before restarting after a disaster.
- Evacuation Planning: Include gas shutoff procedures in your family's evacuation plan.
- Call 811 Before You Dig: Always contact 811 to prevent damaging buried gas lines during post-disaster cleanup or reconstruction.



PANOLA-HARRISON ELECTRIC COOPERATIVE


When the power goes out, we expect it to be restored within a few hours. But when a major storm or natural disaster causes widespread damage, extended outages may result. Line crews work long, hard hours to restore service safely to the greatest number of consumers in the shortest time possible.

Steps to Restoring Power

- 1. High-Voltage Transmission Lines** Transmission towers and cables that supply power to transmission substations (and thousands of members) rarely fail. But when damaged, these facilities must be repaired before other parts of the system can operate.
- 2. Distribution Substation** A substation can serve hundreds or thousands of consumers. When a major outage occurs, line crews inspect substations to determine if problems stem from transmission lines feeding into the substation, the substation itself or if problems exist further down the line.
- 3. Main Distribution Lines** If the problem cannot be isolated at a distribution substation, distribution lines are checked. These lines carry power to large groups of consumers in communities or housing developments.
- 4. Tap Lines** If local outages persist, supply lines (also known as tap lines) are inspected. These lines deliver power to transformers, either mounted on poles or placed on pads for underground service, outside businesses, schools and homes.
- 5. Individual Homes** If your home remains without power, the service line between a transformer and your residence may need to be repaired. Always call to report an outage to help line crews isolate local issues.

Contact Information

 410 East Houston Street, Marshall, TX 75670

 903-935-7936

 Report Outages 1-800-972-1093

 www.phec.us



HOW TO OBTAIN A BIRTH CERTIFICATE IN CADDO PARISH

The Caddo Parish Clerk's Office now offers certified copies of Louisiana Birth and Death Certificates through direct access to the State Registrar, making it easier and more convenient for residents to obtain vital records locally.

Certificates may be purchased Monday through Friday, 8:30 a.m. to 4:00 p.m. at the Clerk's Office. Requests made after 4:00 p.m. may require a return visit the next business day, depending on system availability.

Fees (set by the State):

Birth Certificate: \$34

Birth Certificate + Birth Card (Act 270): \$48

Death Certificate: \$26

(Cash or credit card only)

Please note: Clerk's Offices can only issue Louisiana Death Certificates from July 9, 2012 to present.

Applications must be completed in person—mail-in requests are not accepted. Individuals unable to visit may order online through VitalChek.

Access to certified records is limited to immediate family members, legal guardians (with court documentation), or authorized attorneys. A valid ID is required (one primary or two secondary documents).

For more information, contact the Clerk's Office at 318-226-6642.



WHAT TO DO DURING A NATURAL DISASTER

1

DO YOUR RESEARCH

Familiarize yourself with the risks that could occur in your community

2

PREPARE YOUR HOME

Coordinate with your family on your protocol during an emergency. Keep important numbers on hand.

3

PACK AN EMERGENCY KIT

They should all contain food, water and supplies for a minimum of 72 hours.

4

STAY INFORMED

Sign up for emergency alerts by going to caddo.gov and clicking on the Notify Me button





**STAY READY. SUBSCRIBE.
GET NOTIFIED.**

LOUISIANA ALERTS

<https://alerts.la.gov/>

FEDERAL EMERGENCY ALERTS

<https://www.fcc.gov/emergency-alert-system>

EMERGENCY ALERTS & WEATHER

<https://www.ready.gov/alerts>

NATIONAL WEATHER SERVICE

<https://www.weather.gov/wrn/wea>



Emergency preparedness starts with you **be prepared**

build a kit

- ✓ Customize your kit
- ✓ Pack enough for 3 days
- ✓ Refresh twice a year



First aid kit



Non-perishable food



Crank radio



Water (4L/person/day)



Flashlight



Medication



Documents
& cash



Batteries
& chargers



Clothing
& blankets



Personal items

GENERATOR SAFETY

USE BACKUP POWER SAFELY

When used properly, portable and standby generators are a great option to provide backup power during brownouts or blackouts.

Learn how to use generators safely with the following tips:

GENERATORS

Location



Always keep generators at least **20 feet away** from your home



Never operate a generator in an **enclosed space**



Make sure the generator has **3-4 feet** of clear space above and on all sides for proper ventilation



Keep generators **away** from doors, windows, and vents



Always **direct exhaust away** from your home

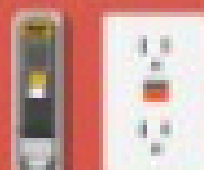
Use



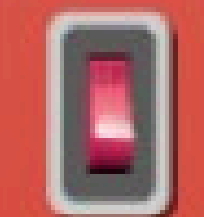
Always use **grounded cords** and inspect cords for damage prior to use



Use the **proper cord** for the wattage being used



Always use **GFCI protection**



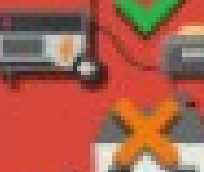
Make sure to start / stop generators when **no electrical loads** are connected



Keep generators dry, **do not operate when wet**, and refuel when cool

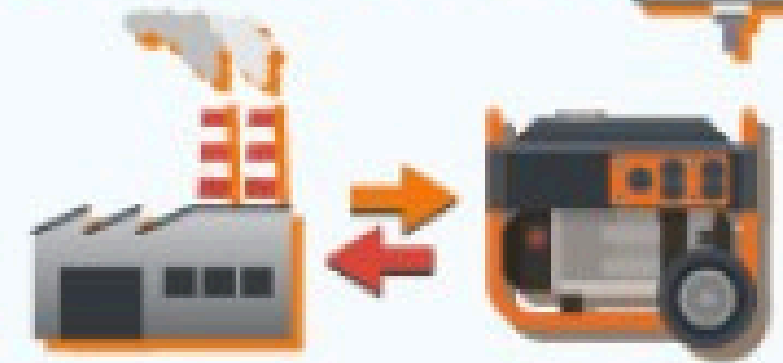
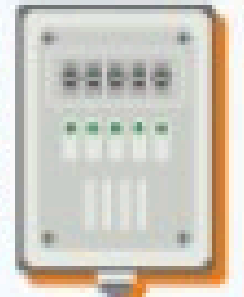


Do not overload generators



Do not plug a generator directly into your home, connect items being powered **directly to the generator**

TRANSFER SWITCHES



Transfer switches, whether manual or automatic, allow you to choose between **utility power** or **backup generator power**



Transfer switches are the only way to **safely power** your home's electrical system



Using a transfer switch **prevents backfeeding**. This occurs when your generator becomes a power source for the **surrounding area** and can damage your home, your neighbor's homes, and injure workers trying to restore power

CARBON MONOXIDE (CO) POISONING PREVENTION



Improper use and installation of generators could **cause CO poisoning**



Make sure your home has **carbon monoxide alarms** outside each sleeping area and on every level of the home



CO can kill in as little as **5 minutes**

Symptoms of CO poisoning



Dizziness



Headaches



Nausea



Tiredness



If you experience CO poisoning symptoms, **get fresh air, do not reenter areas, and call 911.**



