

## Emergency supply checklist

Assemble enough supplies to last at least **72 hours**. Car and work kits should have enough supplies to last until you can reach your meeting point.

### Essentials

- Water - 1 gallon per person per day
- Food - non-perishable
- Water purification kit or bleach
- First aid kit and handbook
- Warm clothes, sturdy shoes
- Flashlights, portable radio and extra batteries
- Personal hygiene and sanitation items
- Cash
- Manual can opener
- Whistle
- Fire extinguisher 3A:40B:C
- Prescription medicines, eyeglasses
- Pet items
- Small hand tools and shutoff wrench

### Useful

- Cell phone charger (battery operated or car plug-in)
- Plastic garbage bags, heavy duty
- Waterproof matches
- Camp stove and extra fuel
- Camp supplies, tent, sleeping bag, lantern
- Cooking and eating utensils
- Aluminum foil, plastic wrap, zip-lock bags
- Rope, shovel

*Non-perishable supplies should be replaced at least once a year*

## 緊急備用物資清單

準備起碼足用72小時的緊急備用物資。存放在汽車內與工作場所中的緊急備用包應配備足夠在災難發生之後、能支援你到達安全會合地點的所需物資。

### 必不可少的物資

- 食用水 - 每人每天1加侖
- 食物 - 不易腐食品
- 淨水工具包或漂白劑
- 急救箱與急救手冊
- 保暖衣服，堅固鞋子
- 手電筒、便攜式收音機及備用電池
- 個人衛生用品與清潔消毒用品
- 現金
- 手動式開罐器
- 哨子
- 3A:40B:C 滅火器
- 處方藥品、眼鏡
- 寵物用品
- 小型手工工具與關閉扳手

### 有用物資

- 手機充電器（電池供電型或汽車插件式）
- 塑料垃圾袋，厚質塑料袋
- 防水火柴
- 露營用爐與外加燃料
- 露營用品、帳篷、睡袋、燈籠
- 炊具與餐具
- 鋁箔紙、保鮮膜、密封保鮮袋
- 繩索、鐵鍬

易腐性的物資應至少每年更換一次

## What to do before, during, and after a major disaster

在重大災難發生之前、期間以及之後你都該做什麼



## How to purify water

Water can be purified by adding a small amount of household bleach. Once added, shake or stir water container and let stand for thirty minutes before drinking.

If water is	Water Quantity	Bleach Added
<b>Clear</b>	1 Quart	2 Drops
	1 Gallon	8 Drops
<b>Cloudy</b>	1 Quart	4 Drops
	1 Gallon	16 Drops

## 如何淨化水

在水中添加少量的家用漂白劑可淨化水源。經添加漂白劑後，搖動或攪拌盛水的容器，飲用前靜置三十分鐘。

如果水是	水份量	漂白劑添加量
清澈	1夸脫	2滴
	1加侖	8滴
渾濁	1夸脫	4滴
	1加侖	16滴



## Emergency contacts

Do not use the phone unless necessary. Write down your emergency numbers:

**Fire Department**

消防局

**Hospital / Doctor**

醫院/醫生

**Police**

警察

**Family contact (out of the area)**

家庭成員（災區之外）

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## Resources

### Bay Area Red Cross

[www.redcross.org/local/california/northern-california-coastal](http://www.redcross.org/local/california/northern-california-coastal)

**SF 72** - Emergency Preparedness Hub  
[www.sf72.org](http://www.sf72.org)

**NERT** - Neighborhood Emergency Response Training  
[www.sf-fire.org/neighborhood-emergency-response-team-nert](http://www.sf-fire.org/neighborhood-emergency-response-team-nert)

**Alert SF** - Text-based notification system  
[www.alertsf.org](http://www.alertsf.org)

## 參考資源

### 灣區紅十字會 (Bay Area Red Cross)

[www.redcross.org/local/california/northern-california-coastal](http://www.redcross.org/local/california/northern-california-coastal)

**SF 72** - 應急準備中心  
[www.sf72.org](http://www.sf72.org)

**NERT** - 鄰里緊急求助反應訓練團隊  
[www.sf-fire.org/neighborhood-emergency-response-team-nert](http://www.sf-fire.org/neighborhood-emergency-response-team-nert)

**Alert SF** - (舊金山警報) - 文字為基礎的通知系統  
[www.alertsf.org](http://www.alertsf.org)

This guide was created to provide a non-digital source of information in every household (because what are you going to do if the internet is down?). It has been compiled from many trusted resources, but is by no means complete. Visit sites in the resources section for more information.

Version 1.0 San Francisco, EN/ZH

本指南旨在為每個家庭提供一份非數字化的信息來源（假設互聯網在災難過後停機，該如何應變？）。本資料是從許多可信的資源編譯而成，但並不完整。欲了解更多信息，請訪網站的參考資源部分。

版本1.0 舊金山，英語/中文

**Keep this guide in your kitchen drawer for future reference and use after a disaster.**

將本指南存放在廚房抽屜內，以備將來參考，並在災難發生後使用。

# Disaster Preparedness Guide

# 災害防備指南

# Before

# 地震前

# 1

## Build a kit

Use the checklist to assemble supplies for your home, workplace, and vehicle. Backpacks or other small bags are ideal.

## 組配緊急備用套件包

按照我們提供的清單，為你的家庭、工作場所及車內各別組配一個緊急備用套件包。較理想的套包、是使用背包或小型袋子來組裝。

# 2

## Make a plan

- Know where the closest fire station, hospital and police station are.
- Establish evacuation routes and a family meeting site.
- Know where the fire extinguisher and utility shut offs are. Place a wrench next to your gas shut off.
- Place a flashlight and pair of shoes under every bed.

## 制定逃生計劃

- 熟悉距離自己最近的消防站、醫院及警察局的具體位置。
- 建立疏散路線，以及家庭成員在各別逃生之後的統一聚集地點。
- 熟知滅火器以及關閉公用設施的開關位置。在你的煤氣開關旁邊放一把備用扳手。
- 在每張床底下備置一把手電筒與一雙鞋。

# 3

## Secure your home

There should be at least one fire extinguisher and one smoke detector on each floor of your home.

Secure heavy furniture to the walls. Move items that can fall and place heavy items closer to the floor.

## 保護你的家

在你家的每一層樓內，應至少備有一個滅火器與一個煙霧探測器。

將重型家具與牆面固定一起。移走可能掉落的物品，並將重物放置在較靠近地面的位置。

# During

# 地震時

- ▼ Stay away from windows and do not run from the building.
- ▼ 遠離窗戶，並且不要從建築物內逃跑。



Drop 趴下



Cover 抱頭掩護



Hold on 靜待

# After

# 地震後

- ▼ Be ready for aftershocks
- ▼ Stay off the phone unless necessary
- ▼ Use stairs / do not use elevators
- ▼ Do not enter damaged buildings
- ▼ 準備面對餘震
- ▼ 除非必要，請不要使用手機
- ▼ 使用樓梯逃離/切勿使用電梯
- ▼ 切勿進入損壞的建築物內



## Check health / safety

Attend to any injuries. Do not move seriously injured people unless they're in imminent danger or being harmed.

## 人身/安全的檢視

見到任何傷害予以支援。不要搬運重傷人員，除非他們正面臨危險、或即將受到傷害。

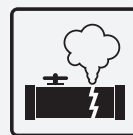


## Inspect damage

Put out any small fires. Check for structural damage. If the building appears unsafe, collect your supplies and evacuate.

## 檢驗損毀狀況

撲滅任何小火。查看結構損壞狀態。如果建築物看上去不安全的話，請聚攏你的物資並且撤離。

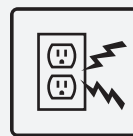


## When to shut off the gas

- If you can smell natural gas.
- If, on your meter, the wheels that don't have numbers are spinning rapidly.
- If the building has sustained heavy structural damage or collapsed.

## 什麼時候應該關閉煤氣

- 能聞到煤氣時。
- 在煤氣儀表上，發現沒有數字的輪盤正在快速旋轉時。
- 建築物遭受重大結構損壞或倒塌時。



## When to shut off the electricity

- If you detect arcing or burning in electrical devices, switches or plugs.
- If you can smell burning insulation.
- If a complete loss of power is accompanied by a burning smell.
- If the building has collapsed (only if safe and accessible).

## 何時關閉電力

- 在電氣設備、開關或插頭中檢測到電弧或燃燒。
- 能聞到電線的絕緣體在燃燒中。
- 完全斷電時，伴隨著燃燒氣味瀰漫。
- 建築物已倒塌（僅在安全而可容進出的情況下）。

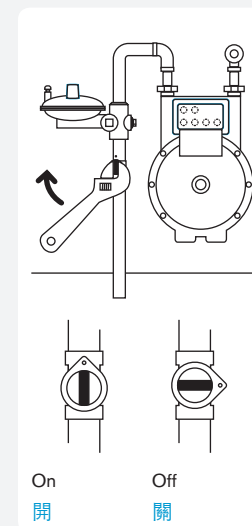


## When to shut off the water

- If there's a severe leak inside the building.
- If a building has collapsed or sustained major structural damage (at the Water Department shutoff if it is safe to do so).

## 什麼時候應該關閉水源

- 建築物內部嚴重漏水。
- 建築物已倒塌、或結構出現重大的損壞（情況得以安全進出的話，由水務部人員來關閉）。



## How to shut off your Gas

▼ Only shut off your gas if there is a need to do so. Call PG&E to turn your gas back on. Never do it yourself.

**Appliance:** located on gas top connecting appliance to gas supply, usually behind the appliance.

**Individual Unit:** usually located close to the main gas meter, or next to each individual gas meter.

**Main (inside or outside):** usually located in a garage, basement or alley; usually towards the front of the building, next to main gas meter.

**PG&E:** Usually in the sidewalk in front of the building under a plate; usually marked "PG&E Gas".

## 怎樣關閉你的煤氣

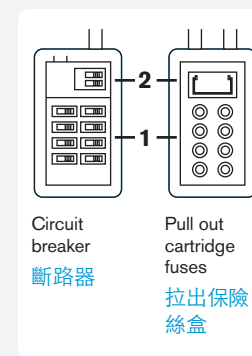
▼ 只有在有需要時才關閉煤氣總開關。請致電PG&E將煤氣重新打開。切勿自己動手。

**煤氣設備：**位於連接在設備上的煤氣管頂端，煤氣管通常位於設備後面。

**個別單位：**通常位於主燃氣表附近，或在個別的燃氣表旁邊。

**總開關（室內或室外）：**室內開關通常位於車庫、地下室或建築物之間或之後的狹窄通道內；室外開關通常位在建築物前面，靠近主燃氣表。

**PG&E：**通常位在建築物前人行道上的井蓋下；通常標記為“PG&E Gas”。



## How to shut off your electricity

**Main electrical shutoff:** Usually located in a garage, basement or alley.

**Individual unit shutoffs:** Usually located next to the main breaker, in individual units, or somewhere else within the building.

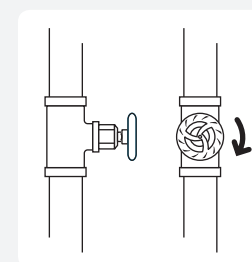
▼ Be careful turning the power back on as power may surge or arc.

## 怎樣關閉你的電源

**關閉主電源：**通常位於車庫、地下室或建築物之間或之後的狹窄通道內。

**關閉個別單位的電源：**通常位於主電箱旁邊、個別單位電箱，或建築物內的其他地方。

▼ 重新開啟電源可能出現電力激增或電弧，務請小心。



## How to shut off your Water

**Inside water shutoff:** Usually located in a basement, garage or alley; usually a red or yellow wheel.

**Water Department Shut off:** Under the sidewalk at the front of the building; usually under a plate marked "SFWD".

## 怎樣關閉你的水源

**室內水源的關閉：**通常位於地下室、車庫或建築物之間或之後的狹窄通道內；開關通常是紅色或黃色的輪子。

**水務部的水源關閉：**位在大樓前面的人行道下；通常在井蓋上標有“SFWD”字樣。