

FAMILY DISASTER PLAN TEMPLATE & PRINTABLE CHECKLIST

Master Binder Location: _____

Last Updated / Reviewed Date: _____

1. EMERGENCY CONTACT LIST FOR FAMILY MEMBERS

PROTOCOL

If local voice networks drop during a crisis, attempt to send a brief text message. Texts use less bandwidth and frequently go through when cellular channels jam.

FAMILY MEMBER #1

Full Name: _____

Primary Cell Number: _____

Work / School Address: _____

FAMILY MEMBER #2

Full Name: _____

Primary Cell Number: _____

Work / School Address: _____

FAMILY MEMBER #3

Full Name: _____

Primary Cell Number: _____

Work / School Address: _____

FAMILY MEMBER #4

Full Name: _____

Primary Cell Number: _____

Work / School Address: _____

2. OUT-OF-STATE EMERGENCY CONTACT

PROTOCOL

During a regional crisis, local phone circuits quickly overload. Long-distance lines route differently, meaning you can often text or call across state lines when you cannot call across town. Every family member must text this contact to report their location and safety status.

Primary Contact Name: _____

Location (Must be 200+ miles away): _____

Primary Phone Number: _____

Alternative Number / Texting Line: _____

Physical Address: _____

3. CRITICAL EMERGENCY & UTILITY SERVICES

Local Police Department (Non-Emergency): _____

Local Fire Department: _____

Electric Company Outage Reporting Line: _____

Gas Provider Emergency Line: _____

Water Utility Provider Line: _____

4. HOME MEETING POINTS & SAFE PLACES

Meeting Place Near Home (Immediate evacuation, e.g., house fire)

Specific Spot (neighbor's driveway, corner tree): _____

Meeting Place Outside Neighborhood (If you cannot return to your street)

Specific Spot (local library, church, store parking lot): _____

5. EVACUATION ROUTE PLANNING

PROTOCOL

Identify at least three distinct paths out of your immediate neighborhood. Map directions toward North, South, East, or West exits so you do not get trapped if primary highways bottleneck.

Primary Evacuation Route: _____

Secondary Alternate Route: _____

Tertiary Backroad Route: _____

6. SCHOOL, WORK, & DAYCARE CRISIS INFO

FACILITY NAME #1

Facility Name: _____

Authorized Pickup Persons: _____

Designated Reunification / Pickup Location: _____

FACILITY NAME #2

Facility Name: _____

Authorized Pickup Persons: _____

Designated Reunification / Pickup Location: _____

7. MEDICAL, ALLERGY, & MEDICATION LOG

PROTOCOL

Medical issues do not pause during a disaster; they get more complicated. List exact dosages, pharmacy numbers, and severe environmental or drug reactions below.

FAMILY MEMBER NAME	CRITICAL ALLERGIES (FOOD / MEDS)	DAILY MEDICATIONS & EXACT DOSAGES
<i>Example: John Doe</i>	<i>Penicillin, Peanuts</i>	<i>50mg Synthroid (Once Daily)</i>

Family Doctor Office Phone: _____

Primary Pharmacy Phone Number: _____

8. PET EMERGENCY CHECKLIST

PROTOCOL

Most standard public shelters cannot accept animals due to local health codes. You must track boarding solutions and supplies independently.

- Pet-friendly hotels or boarding kennels mapped along your evacuation route.
- Physical paper copies of vaccination records and microchip numbers gathered.
- 3-day pet survival bag packed (food, water, leash, secure travel crate).

Pet Microchip Numbers / Vet Phone: _____

9. IMPORTANT DOCUMENTS TO COPY & STORE

PROTOCOL

Losing your legal and financial footprint can delay your recovery by months. Seal physical photocopies of these items inside a fireproof, waterproof document pouch right next to your supplies.

- Driver's Licenses, Passport pages, and valid photo IDs.
- Birth Certificates and Social Security cards.
- Home, rental, and vehicle insurance policy pages.
- Health insurance cards and medical records.
- Property deeds, titles, or active lease documents.

10. PREPAREDNESS PROOF BOX: 72-HOUR HOME SUPPLY

The Baseline Formula: People × Gallons Per Day × Days = Total Storage Requirement

Example Calculation: 4 People × 1 Gallon × 3 Days = 12 Gallons of Water

Note: Add 1 extra quart per day for medium dogs, plus extra water needed to rehydrate freeze-dried food. Always round up.

- Water Supply:** _____ People × 1 Gallon × 3 Days = _____ Total Gallons Stored.
- Food Supply:** 3-day reserve of non-perishable, easy-to-open food per person.
- Emergency Light:** Reliable flashlights or headlamps with extra fresh batteries.
- Hand Tools:** Manual can opener, basic wrench, or multi-tool.
- Backup Power:** Pre-charged external power banks and charging cables for mobile phones.

11. STRATEGIC GEAR COUPLING GUIDE

Keep these core hardware tools staged directly alongside this printed template file to maintain communication and utility when utilities fail:

FIRST AID: Cleanly organized kit containing trauma supplies alongside standard band-aids.

COMMS: A hand-crank or battery-powered NOAA weather radio for emergency updates.

SHORT-RANGE: Two-way radios to stay linked if traveling in separate vehicles or on foot.

OFF-GRID POWER: A portable, foldable solar panel array to recharge your backup batteries.

WATER SAFETY: A high-efficiency portable water filter to clean water from water heaters or outdoor sources.

EVACUATION: A dedicated 72-hour individual Go Bag containing space blankets, a multi-tool, emergency water pouches, and Child ID cards.