Household Emergency Plan

Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

Shelter in place:

Strongest room in our house:

Nearby Emergency Meeting place:
(Somewhere close to home that all householders can get to in case of emergency)

Place to meet:
Address:

Phone number:
Email:

Evacuation Meeting Place:
(For when access is cut to the home or when evacuation is required)

Place to meet:
Address:

Phone number:
Email:

Out of Town Emergency Contacts:
(These can be family friends or relatives that all householders know how to contact in case you are separated during an emergency)

#1 Name:
Address:

Phone:
Email:

#2 Name:
Address:

Phone:
Email:

Emergency Contacts

SES Flood and Storm Emergency Assistance	132 500
Life Threatening Emergencies (Police – Fire – Ambulance)	Triple Zero (000)
Local Council	
Doctor	
Hospital	13 HEALTH
Queensland Health	(13 43 25 84)
Insurance Provider	
RSPCA	1300 852 188
Bureau of Meteorology weather warnings QLD Tropical Cyclone Warnings	1300 659 212
QLD Land Weather and Flood Warnings	1300 659 219
QLD Coastal Marine Warnings	1300 360 427
Australian Tsunami Threat Information	(1300 TSUNAMI) 1300 878 6264
QLD General Warnings (call costs apply)	1900 969 922

Dial 000 for Emergencies

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Emergency Management EMQ Queensland

Queensland Government

Household Emergency Plan

Fill out the following information for each family member and keep it up to date.

Adult Name:
Emails:
Mobile phone:
Special needs information (including medication):
Identifying characteristics*:

Business name:
Phone:
Address:
Work emergency plan:
Point of contact or specialist instructions:

Adult Name:
Emails:
Mobile phone:
Special needs information (including medication):
Identifying characteristics*:

Business name:
Phone:
Address:
Work emergency plan:
Point of contact or specialist instructions:

Child Name:
Emails:
Mobile phone:
Special needs information (including medication):
Identifying characteristics*:
Parent / Carer details :

School / childcare name:
Phone:
Address:
School emergency plan:
Point of contact or specialist instructions:

Child Name:
Emails:
Mobile phone:
Special needs information (including medication):
Identifying characteristics*:
Parent / Carer details:

School / childcare name:
Phone:
Address:
School emergency plan:
Point of contact or specialist instructions:

Child Name:
Emails:
Mobile phone:
Special needs information (including medication):
Identifying characteristics*:
Parent / Carer details:

School / childcare name:
Phone:
Address:
School emergency plan:
Point of contact or specialist instructions:

Child Name:
Emails:
Mobile phone:
Special needs information (including medication):
Identifying characteristics*:
Parent / Carer details:

School / childcare name:
Phone:
Address:
School emergency plan:
Point of contact or specialist instructions:

* height, weight, hair colour, eye colour, nickname

Household Emergency Plan

Household Pets:

Name:
Type:
Age:
Vet Phone:
Registration Details:
Medication:

Name:
Type:
Age:
Vet Phone:
Registration Details:
Medication:

Name:
Type:
Age:
Vet Phone:
Registration Details:
Medication:

Vehicles:

Make:
Type:
Registration:
Insurance:

Make:
Type:
Registration:
Insurance:

Make:
Type:
Registration:
Insurance:

Utilities

Electricity

Provider:
Contact phone:
Location of mains supply:
Instructions to switch off:

(Be aware of the manufacturer's shutdown proce dures for any solar power systems. Don't switch power systems back on until checked by licensed electrical contractor)

Gas

Provider:
Contact phone:
Location of mains supply:
Distributors instructions to switch off:

(Not to switch back on until checked by licensed distributor)

Water

Provider:
Contact phone:
Location of mains supply:
Any specific instructions for switching off and back on:

Household Emergency Plan

Emergency Plan Activation

- ☐ Contact all householders
- ☐ Check on our neighbours
- ☐ Locate Emergency Kit
- ☐ Make final preparations
- ☐ Tune into Warnings
- ☐ Shelter in our strongest room (unless instructed to evacuate)

Evacuation Checklist

Prior to evacuation:

- ☐ Ensure vehicle is full of fuel
- ☐ Know the location of our evacuation meeting place
- ☐ Know the preferred evacuation routes
- ☐ Check on our neighbours

When evacuating:

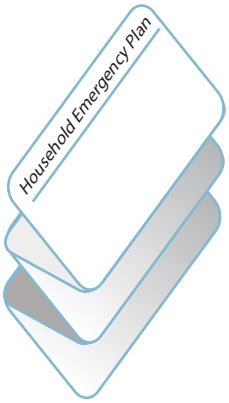
- ☐ Pack Emergency Kit, Evacuation Kit, a copy of our Emergency Plan, important documents and valuables, medications and water supplies.
- ☐ Turn off mains supply for power, water and gas (follow manufacturer's or distributors instructions)
- ☐ Secure and lock our home and proceed to our predetermined evacuation destination
- ☐ Contact our out of town emergency contact before we leave and once we arrive at our destination

If flooding or storm surge is imminent:

- ☐ Sandbag internal drains and toilets to prevent backwash
- ☐ Store electrical items off the ground

Display your emergency plan on the fridge, provide copies to Emergency Contacts, household members, relevant friends, family and neighbours and keep a copy in your Emergency Kit.

Place additional info on the reverse side as needed



Household Emergency Plan

Personal ID

Name: DOB:

Address:

State: Post Code:

Home Phone: Email1:

Mobile Phone: Email2:

Special information (Including medication):

Work

Business Name:

Address:

State: Post Code:

Phone:

Work Emergency Plan:

Point of contact or specialist instructions:

Children

Name: Mobile phone:

Identifying characteristics:

School / childcare name:

Address: Phone:

Name: Mobile phone:

Identifying characteristics:

School / childcare name:

Address: Phone:

Name: Mobile phone:

Identifying characteristics:

School / childcare name:

Address: Phone:

Nearby Emergency Meeting Place

Place to meet: Email:

Address: Phone:

Evacuation Meeting Place

Place to meet: Email:

Address: Phone:

Out Of Town Emergency Contact #1

Name/s: Email:

Address: Phone:

Out Of Town Emergency Contact #2

Name/s: Email:

Address: Phone:

Emergency Contacts

SES Flood & Storm Emergency Assist	132 500
Life Threatening Emergencies	Triple Zero (000)
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Insurance Provider	
RSPCA	1300 852 188
BOM Weather/Cyclone Warnings	1300 659 212
QLD Land Weather and Flood Warnings	1300 659 219
QLD Coastal Marine Warnings	1300 360 427
Australian Tsunami Threat	1300 878 6264
QLD General Warnings (call costs)	1900 969 922

Pets

Name: Type:

Name: Type:

Vet Phone: