

Mitigation Plan . . .

Fire

Protecting Lives from Fire

- We have at least one fire extinguisher in our home and know how to use it.
- We installed and regularly test our smoke alarms.
- We do not overload our electrical outlets.
- We store flammable liquids in airtight containers away from ignition sources such as pilot lights.
- We signed up for PG&E Public Safety Power Shutoff notifications.

Landscaping Against Fire

- We have cleared our property of excess, dead, and highly flammable vegetation.
- We have trimmed branches that hang over our home.
- We have garden hoses connected to outside faucets.
- We store firewood away from our house.

Home Maintenance

- Our house numbers are large and easily legible from the street.
- We have spark arresters on our chimneys.
- Our roof is fire-retardant.
- We keep leaves and debris out of our rain gutters.

Earthquake

Surviving the Event

- My family and I have read the Earthquake Emergency Action Plan.

Home Preparedness

- We keep survival kits in our cars and workplaces.
- We have attached the necessary tools to the utility shut off valves.
- We have done a home hazard check and corrected hazards we found.

The Get Ready Program

The City of Novato offers a free, 2-hour disaster preparedness course to help you and your family prepare for any type of disaster. After a major disaster, emergency responders will be overwhelmed and outside assistance may not be readily available. Therefore, individuals must be prepared to care for their households for at least 5 to 7 days. For more information on the Get Ready Program, visit novato.org.

Contact Information . . .

City of Novato

City of Novato	415-899-8900
	novato.org
Building Inspection	415-899-8989
Maintenance Yard	415-899-8280
Public Works Department	415-899-8246
Police Department Business	415-897-4361
	novato.org
Police Department Dispatch	415-897-1122
Novato Fire Protection District	415-878-2690
	novatofire.org

Resources

American Red Cross (Bay Area)	415-427-8000
	redcross.org
Caltrans	1-800-427-7623
	caltrans.ca.gov
Marin County Sheriff's Office	415-479-2311
	marinsheriff.org
Marin Humane Society	415-883-4621
	marinhumane.org
North Marin Water District	415-897-4133
	nmwd.com
Novato Chamber of Commerce	415-897-1164
	novatochamber.com
Novato Sanitary District	415-892-1694
	novatosan.com
PG&E	1-800-743-5000
	pge.com
Poison Control	1-800-222-1222
	calpoison.org
Ready Marin	readymarin.org
Novato Unified School District	415-897-4201
	nUSD.org

Disaster Plan Worksheet



Post your completed worksheet in an easily accessible location for quick reference by members of your household.

Emergency Communications Plan . . .

Emergency Contacts

- Post these numbers next to all phones.
- Review with all household members and contact persons.
- Carry this information in purse, backpack, etc.

Family Name _____

Address _____

Cross Street _____

Home Phone(s) 1. _____ 2. _____

Cell Phone(s) 1. _____ 2. _____

Work Phone(s) 1. _____ 2. _____

Doctor _____

Neighbor _____

Neighbor _____

Our Children:

Name _____ Age ____ School _____

Name _____ Age ____ School _____

Name _____ Age ____ School _____

Local Family Contact

Home Phone(s) 1. _____ 2. _____

Cell Phone(s) 1. _____ 2. _____

Work Phone(s) 1. _____ 2. _____

Out of Area Contact Person

Name _____

Home Phone _____

Cell Phone _____

Work Phone _____

School Plan

I have authorized the following people to pick up my child from school:

1. _____
2. _____
3. _____

Emergency Alert Systems

NIXLE:



Text your zip code to 888777 to opt-in or visit <https://local.nixle.com/register>



ALERT MARIN:

To register, visit <https://www.marinsheriff.org/services/emergency-services/alert-marin>

Emergency information will also be posted on the Novato Police Department's Social Media Platforms:



Call 911 ONLY in case of life threatening emergency or fire. DO NOT call 911 for information.

Emergency Action Plan . . .

Earthquake

- Duck, cover, and hold.
- Move away from windows, bookshelves, cabinets, and exterior walls.
- Check for injuries. Call 911 for life threatening injuries only.
- Check for damaged gas, electric, and water lines. Shut off damaged utilities.
- Check for structural damage.
- Check on neighbors.
- Prepare for aftershocks.
- Keep streets clear for emergency traffic.
- Listen to radio and stay off the phone.
- Retrieve your emergency supplies.

Wildland Fire

- Stay calm—keep household members together.
- Alert neighbors.
- Keep flashlight and portable radio with you at all times.
- Dress in cotton or wool pants, long sleeve shirts, goggles, and gloves.
- Carry damp towels or bandanas against smoke.
- Stay out of burning buildings.

Evacuation

- Evacuate when instructed by authorities.
- Take emergency supplies.
- If time permits:
 - Take items listed in next column. List only items that can be hand carried.
 - Close windows, blinds, and doors.
 - Shut off gas.
 - Leave a note on the inside of your front door to inform others you have evacuated.

Evacuation Plan

Personalize the following list if you had to leave in *Ten Minutes:*

Portable Radio _____

Medication _____

Emergency Supply Kit _____

Vital Documents/Records _____

Pets _____

Pet Supplies _____

Family heirlooms _____

Clothing _____

Laptop _____

Emergency Supplies Plan . . .

Supply Checklist

- We have food for household members and pets for at least 3 days.
 - We have a minimum of 1 gallon of water per household member for at least 3 days.
 - We know where emergency shelters are located.
 - We have car and workplace mini-survival kits.
 - We know the location of our utility valves and know how to shut them off. We have the necessary tools to shut off valves.
- I know where I have:*
- Cash and coins.
 - First aid items and medications.
 - Camping Gear: tent, lanterns, and sleeping bags.
 - Cooking equipment and eating utensils.
 - Flashlight.
 - Portable radio.
 - Fire extinguisher.
 - Tools.
 - Sanitation supplies.

Personal Disaster Plan Checklist

- We have conducted family fire and earthquake drills and taken the Get Ready course.
- We know two ways to evacuate our neighborhood by vehicle and on foot.
- Household members know where to meet for reunification after disaster.
- We have designated an out of area emergency contact and have instructed family and friends to contact that person to inquire about our safety.
- We carry our contact's phone numbers.
- We have inventoried our belongings and home furnishings.
- We have taken steps to protect our household's vital documents
- We know our child's school emergency plan and hold/release policy.

Maintenance Plan . . .

Schedule for Maintenance

Every Six Months:

- Replace batteries for flashlight, radio, etc.
- Review family drills (i.e., earthquake, fire, and evacuation drills) including memorizing contact numbers.

Every Year:

- Rotate canned goods.
- Rotate water supply.
- Update school release forms.
- Replace emergency medications.
- Review the "Disaster Plan Worksheet."

Every Two Years:

- Update personal property inventory.
- Update insurance policies.

Every Three Years:

- Replace freeze dried foods and non-fat dry milk.

Crime Prevention

- Report anything suspicious to your local Police Department.
- Do not leave valuables in your car and keep doors locked at all times.
- Activate your home and car alarms when unattended.
- Shred all personal information and important documents when discarding.
- Check your credit reports annually from all three credit bureaus.
- Make a copy of everything in your wallet in case your wallet is stolen.
- Keep itemized lists of personal property with serial numbers in case of loss.