



WEST POINT SHELTER-IN-PLACE PAMPHLET

SHELTER IN-PLACE DURING AN EMERGENCY

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HOW WOULD YOU KNOW THERE IS AN EMERGENCY

Special sirens, and in some cases, loud speakers are installed throughout the surrounding communities and on West Point to alert you to an emergency. If sirens are sounded, they project a loud, high pitched alarm which would be sounded for three to five minutes without interruption. In areas where sirens may not be heard, police car public address systems or “single station alert” radios or loud speakers may be used. If you hear the sirens, or a message being broadcasted from loud speakers, immediately turn on your radio or TV to one of the Emergency Alert System (EAS) stations listed in this pamphlet.

NOTE: It is ideal to have a hard-wired telephone in the room or office you will shelter inside. Call emergency contacts and have the phone available if you need to report a life-threatening condition, however, cellular telephone equipment may be overwhelmed or damaged during an emergency.

WHERE TO LISTEN

Stay inside and listen to the radio or TV for further instructions.

WFAN-AM 660 KHz	WRRV-FM 92.7 MHz
WABC-AM 770 KHz	WQXR-FM 96.3 MHz
WCBS-AM 880 KHz	WHUD-FM 100.7 MHz
WFAS-AM 1230 KHz	WFAS-FM 103.9 MHz
WALL-AM 1340 KHz	WCBS-TV Ch 2 TV
WLNA-AM 1420 KHz	WNBC-TV Ch 4 TV
WNYW-TV Ch 5 TV	WABC-TV Ch 7 TV

Emergency information could also be on the following stations:

WRKL-AM 910 KHz	WNEW-FM 102.7MHz
WTBQ-AM 1110 KHz	WGNY-FM 103.1 MHz
WGNY-AM 1220 KHz	WAXB-FM 105.5 MHz
WRCR-AM 1300 KHz	WWXY-FM 107.1 MHz

**While on West Point in an office, work area or classroom
TV Ch 8 and 23 Command Information Channel**

WHAT IS SHELTER-IN-PLACE

“Shelter in Place” is one of the basic instructions you may receive from public safety officials during an emergency on West Point or in your specific community. If directed to Shelter-in-Place, you and (if at home, family members) individuals under your charge (students, children, elderly) **MUST** immediately seek protection for a short time in your home, office, vehicle or in-door facility.

The following general information is a guide on how you should act before, during and after an emergency. The situation in our area may involve unique circumstances so you must monitor local area and/or Installation communications (Loud speakers, computer generated--DESKTOP Alert--messages)

Hazardous Material (HAZMAT) Release:

A HAZMAT emergency may occur anywhere hazardous materials are manufactured, stored, or transported. Chemical plants are obvious sources of potential accidents; however, less obvious are highways, railways and storage containers. If at home, take your children and/or pets indoors immediately. While gathering your family or pets, provide a minimal amount of breathing protection by covering your mouth and nose with a damp cloth. If out of your home, seek shelter in a building or hardened structure.

Active Shooter:

An active shooter is someone in your building, barracks or workspace/area actively causing death and/or serious bodily injury, usually through the use of a firearm. It is a dynamic and rapidly evolving situation which calls for immediate action on everyone's part. Active shooter response includes both your actions to secure your building/work place, and the aggressive action of the first responding law enforcement officers on the scene to locate the suspect(s) and neutralize the threat. There are a few steps that can be taken immediately to protect friends, co-workers and yourself. If you are not in your office, barracks, or workspace, go to the nearest room. Close and lock all exterior doors and windows, close all drapes and curtains. Turn off lights and seek protective cover while staying away from doors or windows. Keep quiet and act as if there is no one in the room. Do not respond to a fire alarm, unless you actually smell smoke or see flames and you are in immediate danger. Turn off your cell phone!

Note: Remember that instructions to shelter-in-place are usually provided for durations of a few hours, not days or weeks. For a HAZMAT emergency you must have certain supplies or material available to you.

SHELTER-IN-PLACE KIT

EQUIPMENT NEEDED AT HOME OR IN AN OFFICE:

- Duct tape and clear plastic sheeting (to seal doors or windows)
- Plastic garbage bags w/pair of scissors
- Flashlight and extra batteries
- Portable water
- Portable radio and extra batteries
- First aid supplies



SHELTER IN A BUILDING OR OFFICE

- Take shelter inside a building/office (Remain calm, listen for first responder instructions or directions; keep computer on)
- Close all doors & windows (Cover them up w/paper, curtains or screen)
- Stay down and, if possible seek cover (under a desk or table)

During a HAZMAT event, also take additional actions that include:

- Turn off all fans, air conditioners and furnaces
- Put out fires in fireplaces and/or wood burning stoves, close all dampers
- Use duct tape, plastic sheets or towels; seal around doors and windows
- Go to an interior room or hallway

SHELTER IN A VEHICLE

- Close all vehicle doors, windows and vents
- Turn off the fan, air conditioner and/or heater
- Stop the vehicle and shut off the engine, when possible take shelter inside the nearest building

IF AT HOME WHAT CAN I AND MY FAMILY DO

- Stay calm and take immediate action
- Take your family and pets inside (home or other shelter), remain there
- Turn on a television and radio for information and instructions
- Close and lock all windows and doors that lead to outside and close all internal doors and stay away from windows
- Turn off all AC, fans, vents & heating systems that draw in outside air
- If you have a fireplace, close the damper
- Go to the highest room above ground (Not your basement) with the fewest windows and doors
- Take your “**Home Emergency Supply Kit**” with you to this room
- If necessary, place damp towels in the cracks under the door(s); tape around doors, windows and exhaust fans in kitchen and bathroom; dryer, furnace and air conditioners vents. Use plastic to cover windows, outlets and heat registers
- Stay inside this room and listen to our radio or television until local authorities tell you the emergency is over or you are told to evacuate
- If necessary, children at affected schools will be sheltered there. Parents **MUST NOT** go to schools to pick up children unless advised to do so by local authorities
- If told to evacuate listen closely to the instructions on the route to take
- When local authorities announce the end of the emergency, ventilate your home by opening doors and windows and go outside for awhile

WHAT DO I NEED

A “HOME EMERGENCY SUPPLY KIT” SHOULD INCLUDE:

- A copy of this brochure and other emergency numbers
- First Aid Kit with your prescription medicines
- Battery Operated AM/FM Radio and extra batteries
- Battery Operated Flashlight and extra batteries
- Bath-size towels and wash rags
- Wide tape, plastic sheeting with scissors
- Canned food, other ready-to-eat food and bottled water
- Non-electric can opener, forks, knives, spoons, trash bags, aluminum foil, zip lock bags, plastic wrap
- List of family medications, eyeglasses and hearing aids
- A bucket with lid and a trash container or cooler

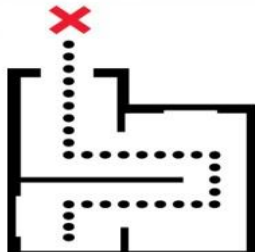
Store your kit in a convenient and secure place known to all family members. Stored water and food should be rotated every six months. Re-evaluate your kit and family needs at least once yearly and replace batteries, and/or other items, as necessary.

Be Red Cross Ready

Get a Kit. Make a Plan. Be Informed.



1 Get a Kit



2 Make a Plan



3 Be Informed

Websites and References

American Red Cross:

http://www.redcross.org/preparedness/cdc_english/sip-1.asp

West Point – READY Website

<http://www.usma.edu/Garrison/sites/directorates/dptms/cepip/>

Shelter-in-Place Video (It talks to Philadelphia, but very informative)

<http://www.youtube.com/watch?v=uqYfAN0UX7w>

Emergency Preparedness for the Army Communities

http://www.ready.gov/america/downloads/military/RA_Booklet_508web.pdf

Ready America – Frequently Asked Questions

<http://www.ready.gov/america/other/faqs.html>