

Type of Drill: Functional

Level of Difficulty: Intermediate

Time to plan: Less than one hour

Time to Complete: One hour

Scenario: Earthquake

Before the drill:

- Choose a date, time and place to hold the drill
- Invite your neighbors or team to the drill
- Make a sign-in sheet for the drill
- Make a map of your neighborhood that you will identify the neighborhood meeting site, first aid site and the houses with natural gas (including the location of the meters at each house)
- Make copies of the Controlling Utilities Information Sheet ([www.seattle.gov/emergency](http://www.seattle.gov/emergency) or contact OEM at [snap@seattle.gov](mailto:snap@seattle.gov) or 233-7123 for copies).

### DRILL OBJECTIVES:

- Participants will be able practice how to be safe in an earthquake while at their home
- Participants will complete the “after the disaster” steps
- Participants will know the location of: Neighborhood Meeting Site and First Aid Station.
- Participants will locate the houses with natural gas and map the locations of the gas valves

### Directions:

- Have the neighbors sign-in when they arrive.
- Make sure that all that are participating in the drill have a Help/OK sign for their house.

### Review:

- How to be safe in an earthquake
- The “After the Disaster Steps” below
- The location of the neighborhood meeting site
- The location of the first aid station

#### Review Quake Safe Actions to Take:

*Take a quake safe action quickly, within 3—4 seconds.*

*Find a quake safe place where you are.*

*Options:*

- Beneath** any desk, table or Counter (Drop Cover and Hold)
- Beside** and inside wall or heavy piece of furniture
- Between** rows of chairs

#### After the Disaster—Take care of yourself, your family and your home:

1. Check yourself and your family for injuries
2. Dress for safety
3. If necessary, shut off the natural gas at the meter.
4. Shut off the water at the main house valve or at each toilet and water heater
5. Post your OK/Help card on the front door or window so it is visible from the street
6. Take your first aid kit with you
7. Check at the neighborhood meeting site

### To Start the Drill

1. After review of quake safe actions and what to do after the earthquake, have the group synchronize their watches.
2. Ask each to go home and at a specific time, pretend there’s an earthquake that shakes for 60 seconds. Everyone in the house should take a quake-safe action during the pretend earthquake. After the pretend earthquake is over, follow the “After the Disaster steps” 1—7 .
3. If your house has natural gas service, find the location of the gas meter at your house before reporting to the neighborhood meeting site. **(This is just a drill. Do not turn off your natural gas!)**
4. Remember to post your help/ok sign in the window and bring your first aid kit with you to the meeting site.
5. Once everyone has reported to the neighborhood meeting site, ask each household to locate their gas meter on the neighborhood map.
6. To insure that everyone knows the location of the first aid station, identify the location on a map and walk to that location. (If you want to pre-identify a location where you would take care of kids and others that need some special attention, do that now as well.)
7. Give each household a copy of the utility control sheet and ask each household to locate the water shut off for their house (not the street shut off) and electrical panel later that day. Marking the location of these shut-offs on your neighborhood map is recommended.
8. Optional: Identify in advance those in your neighborhood who understand how to shut-off the natural gas and feel comfortable enough to teach others. With the group together, ask if anyone would like to have some instruction on how to shut off the gas. Use your neighborhood instructors to help teach. **Please don’t turn off the gas at any meters. It takes a natural gas official to come back out and turn it on!!!**

## **Evaluation Tool:**

Review the key points with the neighborhoods to be sure they understand the objectives that the drill was intended to test:

### **DRILL OBJECTIVES:**

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- Participants will complete the “after the disaster” steps 1—7.
- Participants will know the location of: Neighborhood Meeting Site and First Aid Station.
- Participants will locate the houses with natural gas and map the locations of the gas valves

### **Ask the group:**

#### **Does everyone understand how to be safe in an earthquake?**

*The City of Seattle has a brochure called Drop, Cover and Hold. You can download it from the web at [www.seattle.gov/emergency](http://www.seattle.gov/emergency) or e-mail [snap@seattle.gov](mailto:snap@seattle.gov) and request copies for your neighborhood.*

#### **Does everyone understand the sequence of actions to take following an earthquake, starting with what to do at home before reporting to the neighborhood meeting site?**

*Review the After the Disaster—Take care of yourself, your family and your home steps on the previous page. Make sure that all households have a help/OK sign. You can download a copy of the Help/OK from the web at [www.seattle.gov/emergency](http://www.seattle.gov/emergency) or e-mail [snap@seattle.gov](mailto:snap@seattle.gov) and request copies for your neighborhood.*

#### **Does everyone know the location of the neighborhood meeting site, first aid station and (if applies) the shelter location for kids and those with special needs?**

*Review with the group the locations. If you have copies of the neighborhood map, give one to each household.*

#### **Does everyone know the location of their natural gas meter (if applies) and feels comfortable about how and when to turn off the natural gas?**

*Review the controlling utilities information sheet. You can download a copy from the web at [www.seattle.gov/emergency](http://www.seattle.gov/emergency) or e-mail [snap@seattle.gov](mailto:snap@seattle.gov) and request copies for your neighborhood.*

The Seattle Office of Emergency Management manages the SNAP program. If you have any questions as a result of this drill or would like to suggest ways to improve this drill, please e-mail [SNAP@seattle.gov](mailto:SNAP@seattle.gov), or mail your suggestions to:

Seattle Office of Emergency Management  
SNAP program  
2320 4thAve  
Seattle, WA 98121-1718

