

# CERT All-Member Monthly Newsletter

## DECEMBER 2013

The CERT monthly newsletter is available on our webpage at:  
<http://www.nassaucountyny.gov/agencies/OEM/CC/CERT/brief.html>

CERT IS  
WHAT  
YOU  
MAKE IT!

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### **N.C. CERT Mission 102813-1**

#### *Canvassing Nassau County Neighborhoods for Missing Teen*

*by Jayne Cafaro, Deputy Supervisor, CERT Division 1*

The New York Police Department (NYPD) called upon the Nassau County Office of Emergency Management (OEM) for a Search and Rescue Mission at every train station in Nassau County, as well as Suffolk County, for a 14 year old autistic boy, Avonte Oquendo, who went missing on October 4, 2013 from his Queens, NY school. He loves going to the train stations.

CERT Director Mike Arcari called a mandatory meeting of all Division Leaders on October 29th to provide information about the mission. Jayne Cafaro, Deputy Supervisor of CERT Division 1, served as the Incident Commander for the

SEARCH for MISSING PERSON - AVONTE OQUENDO  
FIRST TEAM TO BE DEPLOYED - OCTOBER 31, 2013



John Ciarlone Team 1A	Jaime Aguilar Team 1B	Jayne Cafaro Incident Commander	Michelle Reeves Team 1A	Vickie Muller Team 1B
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*(Continued on page 2)*

### **What Constitutes the Command Staff Under ICS?**

*by Dave Nieri, CERT Division 3 Supervisor*

In the early stages of any incident response, the Incident Commander performs *all* of the necessary functions, from planning and operations to dealing with the media, while always concerned with the safety of other responders under his or her command. As the complexity of the situation increases, or as more personnel arrive to assist in the response, it is necessary for the IC to divest him- or herself of some of these tasks, so as not to become overwhelmed. The IC will then delegate specific tasks and functions to the 'staff' - other competent and trusted response persons. For the time being, the IC may retain the planning and operations func-

*(Continued on page 7)*

## Mission 102813-1 (Cont'd from page 1)

first team to be deployed on this mission, on October 31st. The areas covered were in the vicinity of the Hicksville and Syosset LIRR stations.

IC Jayne Cafaro set up two teams (Team 1A and 1B) of 2 members each, and provided them with grid maps prepared by Division 1 Supervisor Bill Pavone. Jayne provided each team with the flyers to be posted, and the ICS-214 (Unit Log) forms; she divided the grid areas and assigned Team 1A to work the north side of the railroad tracks and Team 1B to work the south side.

The Staging Area for members assigned to the Hicksville Train Station search grid was the Sears Auto Center on Broadway in Hicksville. Written permission was obtained from the Sears Store Manager for CERT members to muster in their parking lot.

Upon completion of the assigned areas, the teams were redeployed to the Syosset Train Station, and assembled at the Syosset Shopping Center, at Jackson Avenue and Ira Road.

*Deadline for submission of articles, photos and news for the January CERT Newsletter is Monday, January 27th*

The Two (2) Teams checked in at the Hicksville Staging Area and left for the Hicksville Train Station Search around 1130 Hours. Jayne was in touch with both Teams to make sure everything was okay. CERT's on the 2 Teams had radios and used them.



Everyone arrived at the Syosset Train Station Staging Area together. It was starting to rain a bit but then eventually stopped - just a quick shower.



Team 1A arrived back around 1300 Hours at the Hicksville Staging Area and Team 1B arrived back around 1315 Hours.

Everyone used the restrooms in the SEARS Auto Care Center. Jayne then asked the Teams if they wanted to break for lunch, but it was beginning to drizzle out so the Two Teams opted to head to the next Train Station instead. (Syosset).



The 2 Teams left for the Syosset Train Station Search around 1340 Hours.

Team 1B arrived back around 1440 Hours.

Team 1A arrived back around 1445 Hours.

Everyone was checked out by 1455 Hours.

Everything ran very smoothly. The 2 Teams were very friendly and got along very well.



Jayne thanked all the CERT's for volunteering their personal time for the Search of Avonte Oquendo. It was for a good cause ...

Everyone shook hands and parted. Jayne also e-mailed everyone a thank you note as well.



The Two Teams used all the black & white / color flyers Jayne gave them.

People on the street were taking pictures of Avonte Oquendo from the flyer with their cell phones.



Please see Page 8 for the Volunteer Skills Survey questionnaire. If you haven't already completed one and submitted it to your Division leadership, please do so. Print pages 8 and 9, complete the form, and fax it or give it to your Division Supervisor.

*"The best way to find yourself, is to lose yourself in the service of others."*

*- Mahatma Gandhi*

# December 2013 - Upcoming Events

## DECEMBER

### CERT All-County Meeting - Tues December 3rd

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900 hrs)

### Division 1 Meeting - Wed December 4th

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:30 pm (1930 hrs)

### RACES/Comms Meeting - Dec. Meeting CANCELLED

### Advanced Training: Compass & Map Reading Mon December 9th

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900 hrs)

### Division 2 Meeting - December Meeting CANCELLED

### Division 4 Meeting - Wed December 18th

New Hyde Park Village Hall - Marcus Christ Hall  
1420 Jericho Turnpike, New Hyde Park NY  
Time: 6:30 - 9:30 pm (1830-2130 hrs)

### Division Leaders Meeting - Thur December 19th

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900 hrs)

## JANUARY 2014

### RACES/Comms Meeting - Thur January 2nd

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900 hrs)

### Division Leaders Meeting - Thur January 16th

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900 hrs)

December 2013						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3 CERT All Cty Mtg	4 Div 1 Mtg	5 RACES Can- celled	6	7
8	9 Adv Tmg	10	11	12	13	14
15	16	17 Div 2 Can- celled	18 Div 4 Mtg	19 Div Ldr Mtg	20	21
22	23	24	25 Christ- mas	26	27	28
29	30	31 New Years Eve				

January 2014						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1 New Years Day	2 RACES	3	4
5	6	7	8	9	10	11
12	13	14	15	16 Div Ldr Mtg	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## Nassau County CERT All-County Meeting

**Tuesday, December 3rd - 7pm to 9 pm**

OEM Lecture Hall  
Nassau County Office of Emergency Management  
510 Grumman Road West  
Bethpage, NY 11714

Food & Beverages Provided - RSVP is Required

Reply to [oemcert@nassaucountyny.gov](mailto:oemcert@nassaucountyny.gov)





## Division News

### Division 3

Division 3 on the North Shore of Nassau County, held their quarterly meeting at the Glen Cove Fire Department on Nov. 13th. The primary focus of the meeting was radio communications training through a hands-on exercise. Though nearly every member present had his or her own FRS/GMRS radio, or combo Ham radio with FRS/GMRS channels, the main finding was that members are still not familiar with the functions and operation of their own units. This is easily rectified by handling the radio at times other than CERT meetings or drills and reading up on the functionality as described in the radio's User Manual (loosely translated, "RTFM").

It is also readily apparent that we as CERTs are still uncomfortable when speaking and conveying information over the radio. This is not a difficult task, so long as you understand basic radio etiquette, the reason for and proper use of Prowords, and the basic tenet: keep it brief and to the point.

Both of these shortcomings with radio usage can be easily overcome by frequent use of the radio, and the opportunity to have a radio exercise at every division meeting should not be overlooked.

Also, thanks to the following Division 3 members who turned out for Mission 102813-1, the canvassing of neighborhoods around LIRR stations on the North Shore: Kathi Flynn, Kathleen Foster, Vincent Lee, Barbara Holzkamp, Mary Lou Fusillo, Ruth Loeber, Doug and Emily Johnson, Immeke Grimme, David James, Jackie DelliBovi, Alan Sykoff, and to Drew Lawrence for organizing the mission briefing meeting.

## Congratulations to the latest class of CERT Members

### LIU Post Class - November 6, 2013

### Welcome !



New CERT Members with Nassau County Legislator Rose Walker  
LIU Post Basic CERT Course - October-November 2013

CERT Director Michael Arcari, Legislator Rose Walker and Division Leaders and Instructors, Paul Shapiro, Morty Press, Bill Pavone, Kenny English, Tom Vaughn, Bob Long, Michelle Reeves, Dave Nieri, Kathy Ernst and Jerry Barnett



# Food Safety During an Emergency

*Excerpt from the U.S. Department of Agriculture Website*

Did you know that a flood, fire, national disaster, or the loss of power from high winds, snow, or ice could jeopardize the safety of your food? Knowing how to determine if food is safe and how to keep food safe will help minimize the potential loss of food and reduce the risk of food-borne illness. This Consumer's Guide will help you make the right decisions for keeping your family safe during an emergency.

## POWER OUTAGES

We practice basic safe food handling in our daily lives, but obtaining and storing food safely becomes more challenging during a power outage or natural disasters such as hurricanes and floods.

### Steps to Follow to Prepare for a Possible Weather Emergency:

Keep an appliance **thermometer** in the refrigerator and freezer. An appliance thermometer will indicate the temperature in the refrigerator and freezer in case of a power outage and help determine the safety of the food.

- Make sure the freezer is at 0 °F (Fahrenheit) or below and the refrigerator is at 40 °F or below.
- Freeze containers of water for ice to help keep food cold in the freezer, refrigerator, or coolers after the power is out.
- Freeze refrigerated items such as leftovers, milk, and fresh meat and poultry that you may not need immediately—this helps keep them at a safe temperature longer.
- Plan ahead and know where dry ice and block ice can be purchased.
- Store food on shelves that will be safely out of the way of contaminated water in case of flooding.
- Have coolers on hand to keep refrigerator food cold if the power will be out for more than 4 hours. Purchase

or make ice cubes and store in the freezer for use in the refrigerator or in a cooler. Freeze gel packs ahead of time for use in coolers.

- Group food together in the freezer—this helps the food stay cold longer.

### Steps to Follow During and After the Weather Emergency:

- Never taste a food to determine its safety!
- Keep the refrigerator and freezer doors closed as much as possible to maintain the cold temperature.
- The refrigerator will keep food safely cold for about 4 hours if it is unopened. A full freezer will hold the temperature for approximately 48 hours (24 hours if it is half full and the door remains closed).
- Food may be safely refrozen if it still contains ice crystals or is at 40 °F or below.
- Obtain block ice or dry ice to keep your refrigerator and freezer as cold as possible if the power is going to be out for a prolonged period of time. Fifty pounds of dry ice should hold an 18-cubic-foot full freezer for 2 days.
- If the power has been out for several days, then check the temperature of the freezer with an appliance thermometer or food thermometer. If the food still contains ice crystals or is at 40 °F or below, the food is safe.
- If a thermometer has not been kept in the freezer, then check each package of food to determine its safety. If the food still contains ice crystals, the food is safe.
- Discard refrigerated perishable food such as meat, poultry, fish, soft cheeses, milk, eggs, leftovers, and deli items after 4 hours without power.

### When in Doubt, Throw it Out!

*(Continued on page 6)*

## Where Can You Get Block Ice & Dry Ice During an Emergency?

- Long Beach:** Monarch Beverage - Block ice year-round; Dry ice available by special order  
505 Long Beach Blvd., Long Beach (516) 432-4599
- Bellmore:** All Island Beverage - Block Ice Only  
2766 Merrick Road, Bellmore (516) 679-2800
- Glen Cove:** Frank's Beverage - Block Ice Only  
59 Cedar Swamp Road, Glen Cove (516) 676-4126

# When to Save and When to Throw It Out

## FOOD held above 40 °F for over 2 hours

### MEAT, POULTRY, SEAFOOD

Raw or leftover cooked meat, poultry, fish, or seafood; soy meat substitutes	Discard
Thawing meat or poultry	Discard
Meat, tuna, shrimp, chicken, or egg salad	Discard
Gravy, stuffing, broth	Discard
Lunchmeats, hot dogs, bacon, sausage, dried beef	Discard
Pizza — with any topping	Discard
Canned hams labeled "Keep Refrigerated"	Discard
Canned meats and fish, opened	Discard

### CHEESE

Soft Cheeses: blue/bleu, Roquefort, Brie, Camembert, cottage, cream, Edam, Monterey Jack, ricotta, mozzarella, Muenster, Neufchatel, queso blanco, queso fresco	Discard
Hard Cheeses: Cheddar, Colby, Swiss, Parmesan, provolone, Romano	Safe
Processed Cheeses	Safe
Shredded Cheeses	Discard
Low-fat Cheeses	Discard
Grated Parmesan, Romano, or combination (in can or jar)	Safe

### DAIRY

Milk, cream, sour cream, buttermilk, evaporated milk, yogurt, eggnog, soy milk	Discard
Butter, margarine	Safe
Baby formula, opened	Discard

### EGGS

Fresh eggs, hard-cooked in shell, egg dishes, egg products	Discard
Custards and puddings	Discard

### CASSEROLES, SOUPS, STEWS

	Discard
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### FRUITS

Fresh fruits, cut	Discard
Fruit juices, opened	Safe
Canned fruits, opened	Safe
Fresh whole fruits, coconut, raisins, dried fruits, candied fruits, dates	Safe

### SAUCES, SPREADS, JAMS

Opened mayonnaise, tartar sauce, horseradish (if above 50 °F for over 8 hrs.)	Discard
Peanut butter	Safe
Jelly, relish, taco sauce, mustard, catsup, olives, pickles	Safe
Worcestershire, soy, barbecue, Hoisin sauces	Safe
Fish sauces (oyster sauce)	Discard
Opened vinegar-based dressings	Safe
Opened creamy-based dressings	Discard
Spaghetti sauce, opened jar	Discard

### BREAD, CAKES, COOKIES, PASTA, GRAINS

Bread, rolls, cakes, muffins, quick breads, tortillas	Safe
Refrigerator biscuits, rolls, cookie dough	Discard
Cooked pasta, rice, potatoes	Discard
Pasta salads with mayonnaise or vinaigrette	Discard
Fresh pasta	Discard
Cheesecake	Discard
Breakfast foods — waffles, pancakes, bagels	Safe

### PIES, PASTRY

Pastries, cream filled	Discard
Pies — custard, cheese filled, or chiffon; quiche	Discard
Pies, fruit	Safe

### VEGETABLES

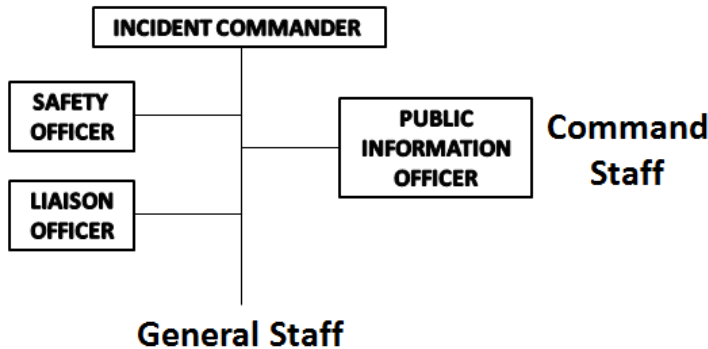
Fresh mushrooms, herbs, spices	Safe
Greens, pre-cut, pre-washed, packaged	Discard
Vegetables, raw, whole	Safe
Vegetables, cooked; tofu	Discard
Vegetable juice, opened	Discard
Baked potatoes	Discard
Commercial garlic in oil	Discard
Potato Salad	Discard

For a downloadable .pdf version of the complete guide,  
[Click Here.](#)



## What Constitutes the Command Staff Under ICS? (Cont'd from page 1)

tions, while delegating the safety monitoring and media interface tasks to a **Safety Officer** and **Public Information Officer (PIO)**, respectively. As other agencies and organizations arrive at the scene, the Incident Commander will want to concentrate on the immediate operation and may delegate the responsibility for a “go between” to a **Liaison Officer**, who will meet with agency representatives. These 3 staff members to whom tasks have been delegated by the IC make up his/her **Command Staff**. The Safety Officer, PIO and Liaison Officer report directly to the Incident Commander on these matters.



Further delegation of duties by the IC will include the Planning and Operational functions, and record-keeping and cost of the response (Administration and Finance functions), and the Logistics that supports Operations. Any or all of these specific functions may be delegated by the IC or retained by him/her. Those who undertake these functions are designated as Section Chiefs by function title:

- Operations Section Chief
- Planning Section Chief
- Logistics Section Chief
- Administrative/Finance Section Chief

These Section Chiefs make up the **General Staff**, and also report directly to the Incident Commander.

### Command Staff Responsibilities

The **Safety Officer** is responsible for assessing hazards that may be present and could endanger any response personnel, whether they be in the field, at the Command Post, or other ICS facility. The **Safety Officer** generates the Safety Plan that becomes a part of the planning document known as the *Incident Action Plan (IAP)*, and usually provides a Safety Briefing to all personnel, or to supervisory personnel who then pass on the Safety Brief to their teams.

The **Safety Officer** advises the Incident Commander on safety issues and works with the Operations Section to ensure the safety of field personnel.

Dealing with the media for any large incident is an important function, though often overlooked. The

Incident Commander is focused on containing the event, protecting lives and property, and usually doesn't want to be diverted from these tasks by reporters seeking information. However, the failure to provide accurate and timely information to the media in the early stages of any event often results in erroneous information being broadcast to the public. The media personnel have their job to do, and they will approach anyone involved trying to glean details and weave them into a story to meet their deadlines. So not interfacing with them from the beginning could cause an IC and his staff to waste time afterwards trying to stop rumors and correcting false information.

A **Public Information Officer (PIO)** should be designated early to field questions from the media and to provide them with approved and accurate information. The **PIO** should become the single point of contact for any information about the incident that is given to the media or general public, and public affairs personnel from other involved agencies should be working with the designated **PIO** to establish a Media Center so that all information provided externally is consistent.

The **PIO** advises the Incident Commander on information dissemination and media relations, and serves as a conduit for information passing to/from the Planning Section, and to/from the community. The IC approves information that the **PIO** releases.

The **Liaison Officer** position need only be assigned when a number of other agencies and governmental representatives are gathering for the response, and their participation is taking up too much of the IC's time.

The **Liaison Officer** assists the Incident Commander by serving as the Point of Contact (POC) for representatives from other response organizations, and providing briefings to, or answering questions from those supporting organizations.

Remember that the **Command Staff** is created to assist the Incident Commander by taking on tasks that do not contribute directly to the operational response to the incident. These staff members report directly to the IC, and have no intermediate supervisors.

### Acronyms

IAP	Incident Action Plan
IC	Incident Commander
ICS	Incident Command System
PIO	Public Information Officer
POC	Point of Contact

*Next issue: Who comprises the General Staff?*





## CERT Volunteer Skills & Experience Assessment

NASSAU COUNTY

LAST NAME	FIRST NAME	TOWN OF RESIDENCE
<b>Current/Prior Life Experience:</b>		
FIRE DEPT. <input type="checkbox"/> POLICE DEPT. <input type="checkbox"/> EMT (specify type) <input type="checkbox"/> MILITARY POLICE <input type="checkbox"/> EMERGENCY MGR. <input type="checkbox"/> SECURITY <input type="checkbox"/>	ER NURSE <input type="checkbox"/> NURSE <input type="checkbox"/> DOCTOR <input type="checkbox"/> CORPSMAN <input type="checkbox"/> OTHER MED. TRNG. <input type="checkbox"/> MENTAL HEALTH <input type="checkbox"/> DISABILITY WORKER <input type="checkbox"/>	CLERICAL/ADMIN. <input type="checkbox"/> TECHNICAL <input type="checkbox"/> COMPUTER/DATABASE <input type="checkbox"/> ELECTRICAL <input type="checkbox"/> WATER SAFETY <input type="checkbox"/> LOGISTICS <input type="checkbox"/> OTHER _____ <input type="checkbox"/> _____ <input type="checkbox"/>
<b>Skills:</b>		
TELEPHONE <input type="checkbox"/> RADIO COMMS. <input type="checkbox"/> COMPUTER/WORD PROC. <input type="checkbox"/> COMPUTER/DATA ENTRY <input type="checkbox"/> COMPUTER SOFTWARE <input type="checkbox"/>	IT (COMPUTERS, NETWORKS) <input type="checkbox"/> GIS & MAPPING <input type="checkbox"/> PHOTOGRAPHY & VIDEO <input type="checkbox"/> 2 <sup>nd</sup> LANGUAGE FLUENCY _____ <input type="checkbox"/> BILINGUAL(Languages) _____ <input type="checkbox"/>	STATUS DISPLAYS <input type="checkbox"/> RESOURCE CONTROL <input type="checkbox"/> SECURITY <input type="checkbox"/> TEAM LEADER <input type="checkbox"/> TRIAGE / MEDICAL SUPPORT <input type="checkbox"/> OTHER _____ <input type="checkbox"/>
<b>Certifications:</b>		
CPR <input type="checkbox"/> DISASTER FIRST AID <input type="checkbox"/> DISASTER TRIAGE <input type="checkbox"/>	URBAN SEARCH & RESCUE <input type="checkbox"/> DAMAGE ASSESSMENT <input type="checkbox"/> SHELTER MANAGEMENT <input type="checkbox"/> HAM RADIO LICENSE <input type="checkbox"/>	ICS-100 <input type="checkbox"/> ICS-200 <input type="checkbox"/> ICS-700 <input type="checkbox"/> HAZMAT <input type="checkbox"/>
<b>Medical Questions: (CHECK ANY AND ALL THAT APPLY, ONLY IF "YES")</b>		
		<b>YES</b>
1. Do you have a condition that requires you to take medications during the day?		<input type="checkbox"/>
2. Do you have any dietary restrictions that would apply to meals provided during activation?		<input type="checkbox"/>
3. Any medical condition that limits your ability to stand for long periods of time?		<input type="checkbox"/>
4. Any medical condition that limits your ability to walk any distance or to remain in the field for extended periods?		<input type="checkbox"/>
5. Can you work for periods exceeding 4 hours?		<input type="checkbox"/>
6. Can you work for periods up to 8 hours?		<input type="checkbox"/>
7. Do you have any difficulty in hearing that would limit your ability to operate a telephone or two-way radio?		<input type="checkbox"/>
8. Do you have any condition that would put you in the category of "light duty" for deployment purposes?		<input type="checkbox"/>
<b>Positions of Interest:: (CHECK ANY AND ALL THAT APPLY) (Whether or not you have training in the following positions, please specify your interest in any of the positions below:</b>		
ADMIN, INCIDENT COMMAND POST (ICP) <input type="checkbox"/>	ADMIN, FIELD OPERATIONS <input type="checkbox"/>	
DECISION-MAKING, MANAGEMENT, ICP <input type="checkbox"/>	TEAM LEADER, FIELD OPS <input type="checkbox"/>	
RADIO COMMUNICATIONS, ICP <input type="checkbox"/>	RADIO COMMUNICATIONS, FIELD OPS <input type="checkbox"/>	
TELEPHONE COMMUNICATIONS, ICP <input type="checkbox"/>	SCRIBE, FIELD OPS <input type="checkbox"/>	
MAINTAIN STATUS DISPLAYS, ICP <input type="checkbox"/>	MEDICAL SUPPORT, FIELD OPS <input type="checkbox"/>	
SCRIBE, ICP <input type="checkbox"/>	TRIAGE, FIELD OPS <input type="checkbox"/>	
LOGISTICS, ICP <input type="checkbox"/>	FIRE SUPPRESSION, FIELD OPS <input type="checkbox"/>	
RESOURCE CONTROL, ICP <input type="checkbox"/>	SAFETY OFFICER, FIELD OPS <input type="checkbox"/>	



PERSONNEL CHECK-IN & TASK ASSIGNMENT, ICP <input type="checkbox"/>	SEARCH & DAMAGE ASSESSMENT, FIELD OPS <input type="checkbox"/>
DIVISION TRAINING OFFICER <input type="checkbox"/>	INSTRUCTOR <input type="checkbox"/>
DIVISION SUPERVISOR <input type="checkbox"/>	DEPUTY DIVISION SUPERVISOR <input type="checkbox"/>

Please advise us if there is a topic you are willing to provide instruction to CERTs:

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**YOUR INFORMATION**

**NAME:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_ **HOME PHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
STREET TOWN OR VILLAGE ZIP CODE

**WORK PHONE and EXTENSION:** \_\_\_\_\_

**OPTIONAL (SPECIFY YOUR GENDER) Female** \_\_\_\_\_ **Male** \_\_\_\_\_  
 (For statistical purposes only)

**Priority Phone Contact - Please specify order in which you prefer contact:**  
 (Enter "cell", "home", "work")  
**1<sup>st</sup>** \_\_\_\_\_ **2<sup>nd</sup>** \_\_\_\_\_ **3<sup>rd</sup>** \_\_\_\_\_

**NAME OF EMERGENCY CONTACT:** \_\_\_\_\_

**RELATIONSHIP:** \_\_\_\_\_

**EMERGENCY CONTACT**  
**PHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

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**LIST BELOW ANY OTHER ORGANIZATIONS YOU ARE AFFILIATED WITH,  
 WHICH MAY ACTIVATE YOU IN THE EVENT OF AN EMERGENCY:** (e.g., Red Cross,  
 MRC, CAP, other)

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# Winter Holiday Safety

Winter holidays are a time for families and friends to get together. But that also means a greater risk for fire. Following a few simple tips will ensure a happy and fire-safe holiday season.

## HOLIDAY DECORATING

- » Be careful with holiday decorations. Choose decorations that are flame resistant or flame retardant.
- » Keep lit candles away from decorations and other things that can burn.
- » Some lights are only for indoor or outdoor use, but not both.
- » Replace any string of lights with worn or broken cords or loose bulb connections. Connect no more than three strands of mini light sets and a maximum of 50 bulbs for screw-in bulbs. Read manufacturer's instructions for number of LED strands to connect.
- » Use clips, not nails, to hang lights so the cords do not get damaged.
- » Keep decorations away from windows and doors.



## HOLIDAY ENTERTAINING

- » Test your smoke alarms and tell guests about your home fire escape plan.
- » Keep children and pets away from lit candles.
- » Keep matches and lighters up high in a locked cabinet.
- » Stay in the kitchen when cooking on the stovetop.
- » Ask smokers to smoke outside. Remind smokers to keep their smoking materials with them so young children do not touch them.
- » Provide large, deep ashtrays for smokers. Wet cigarette butts with water before discarding.



## Before Heading Out or to Bed

**Blow out** lit candles when you leave the room or go to bed. **Turn off** all light strings and decorations before leaving home or going to bed.

## FACTS

- ! **Two of every five** home decoration fires are started by candles.
- ! **Nearly half** of holiday decoration fires happen because decorations are placed too close to a heat source.



Your Source for SAFETY Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169

[www.nfpa.org/education](http://www.nfpa.org/education)