

There may be a time when an emergency takes place in your community due to an airborne chemical release. The outside air quality may be affected to a point where it is unsafe to be outside or to evacuate from the building you are in. In a case like this, it is usually safer to shelter-in-place until wind disperses the chemical away.

## **NOTIFICATION**

If there is an emergency that is a risk to the public, your local officials will notify you by radio and TV. The outdoor warning sirens may be activated. If you hear the sirens, immediately go inside and tune to a local radio or TV station.

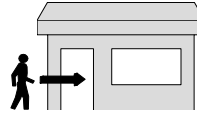
If you are told there has been a dangerous chemical release, there may not be enough time for evacuation. The safest immediate action then is to shelter-in-place while listening for further instructions.

There may be times when there has been no notice but you still need to take action. Take immediate action if you:

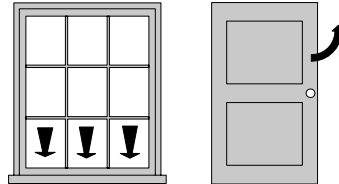
- ◆ Hear a strange sound like an explosion.
- ◆ See a vapor cloud.
- ◆ Smell a strange odor.
- ◆ Feel nauseous or have burning eyes.

## **SHELTER-IN-PLACE MEANS:**

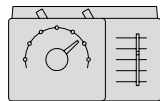
### **1. Move inside a building**



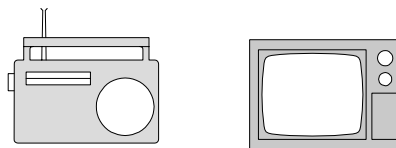
### **2. Close all windows and doors**



### **3. Turn off all ventilation systems (Includes heating and AC)**



### **4. Listen to your local radio or TV**



## **In a structure:**

Shut all windows, doors, chimney or fireplace vents. This includes everything that can quickly and easily be closed to prevent the chemical from entering the building you are in.

Turn off forced air heating or cooling systems. Turn off exhaust fans.

Go into a room, preferably one with no or few windows. Higher floors are better. If the incident becomes a prolonged event, sealing doors, windows, vents, etc. in that room with plastic and tape may become necessary. Also, the use of damp towels under doors will help to better seal the room.

You will be given further instructions on emergency procedures.

You will be notified when the emergency is over. Ventilating the building may be recommended after the emergency is over

## **In a vehicle:**

Close all windows and shut all manual vents. Turn off the heater, AC or ventilation system. Turn on the radio for emergency information.

## SHELTER IN PLACE PRE-PLANNING

It is important that you have a shelter-in-place plan for your home or business. Some key steps in this plan are:

- Know what doors and windows are likely to be open and assign someone to check and close them.
- Know where the manual vents are and how to close them.
- Know where forced air heating/cooling control and power exhaust vents are and how to turn them off.
- Know what room you will go to and how to seal it.
- Have a battery-operated radio in room.
- Know your local news stations: **KCJB 910 AM, KXMC-TV 13, KMOT-TV 10.**

### Shelter-In-Place Kit

You should gather these items together in a box and have ready for any emergency:

- Plastic for windows
- Duct tape
- Towel for under door
- Drinking water and snacks
- Radio and batteries
- Flashlight & batteries

## Checklist Shelter-In-Place

- **Go indoors.**
- **Close windows and doors.**
- **Turn off ventilation systems.**
- **Go to an inside room.**
- **Turn on radio for more info.**

### *Do you own a NOAA Weather Radio?*

Besides severe weather information, hazardous material spill information can be heard 24 hours a day on a weather radio. This is an all-hazards radio now!

**For further information contact your local fire department or contact:**

**The Ward County Emergency  
Management Office  
P.O. Box 5005  
315 3<sup>rd</sup> St SE  
Minot , ND 58701**

Phone: 701-857-6534  
Fax: 701-857-6491  
**[www.co.ward.nd.us](http://www.co.ward.nd.us)**

# Shelter In Place

## EMERGENCY INSTRUCTIONS FROM

### The Ward County/Minot Area Emergency Resource Council

