

Village of Northfield

EMERGENCY PREPAREDNESS MANUAL

This manual has been designed to give you practical knowledge before, during, and after an emergency.

The *Village Of Northfield* has compiled this data using numerous federal, state, and local agency guidelines, and encourages you to read it and keep it handy for reference whenever it may be needed.

Prevention, preparation, and knowing what to do, where to go, and who to call in an emergency can save lives.

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ABOUT OUR HOUSE

Our Address Is: _____

Our Phone # Is: _____

EMERGENCY TELEPHONE NUMBERS

Police/Fire Emergency: 911

Police (Non-Emergency): 1-847-446-2131

Fire (Non-Emergency): 1-847-441-3800

Public Works: 1-847-441-3810

Midwest Poison Control Center: 1-800-942-5969

Gas Company:

Electric Company:

Phone Company:

Elementary School:

Middle School:

High School:

During an
EMERGENCY or
DISASTER tune
your radio to
WGN 720 AM or
WBBM 780 AM
for current
information
relating to the
Cook County
Area.

Friends/Relatives Numbers In Case Of Emergency

Name: _____

Address: _____

Phone #: _____

Name: _____

Address: _____

Phone #: _____

IMPORTANT FAMILY INFORMATION / NUMBERS

Name: _____

Work # _____

Doctor: _____

Cell # _____

Hospital: _____

Pager # _____

Medical Info: _____

Name: _____

Work # _____

Doctor: _____

Cell # _____

Hospital: _____

Pager # _____

Medical Info: _____

Name: _____

Work # _____

Doctor: _____

Cell # _____

Hospital: _____

Pager # _____

Medical Info: _____

Name: _____

Work # _____

Doctor: _____

Cell # _____

Hospital: _____

Pager # _____

Medical Info: _____

Name: _____

Work # _____

Doctor: _____

Cell # _____

Hospital: _____

Pager # _____

Medical Info: _____

Name: _____

Work # _____

Doctor: _____

Cell # _____

Hospital: _____

Pager # _____

Medical Info: _____



October, 1998

DEAR RESIDENT:

Prior planning is the best defense to a disaster. Therefore, the Village has taken a very proactive approach to insure that we are prepared in such an event. We are extremely pleased to announce that the Village of Northfield has been granted accredited status from January 1 through December 31, 1998, by the Cook County Sheriff Emergency Management Agency, upon review of the Village's disaster plan. This status is granted to municipalities that meet the criteria established by the Federal Emergency Management Agency and the Illinois Emergency Management Act. Compliance is reviewed biannually to ensure that we have maintained our commitment and capabilities in disaster planning.

The Village also installed tornado warning sirens this year to provide residents with an early warning in the event of a tornado. Additionally, the Fire-Rescue and Police Departments have collaborated to provide you with the enclosed Emergency Preparedness Manual with the hope that you will review it and keep it available as a resource so that you can be prepared in case of an emergency.

Through prior planning and becoming informed, you too will be prepared. Please read the enclosed manual and apply the suggestions as they may be appropriate.

Sincerely,


Mark J. Morien
Village Manager


Michael S. Nystrand
Fire-Rescue Chief


George A. Wagner
Police Chief

BOIL ORDERS

A "Boil Order" is a notice to boil all drinking and culinary water for at least five minutes before use (drinking, cooking, brushing teeth, dishwashing). Water used for bathing or showering does not need to be disinfected. The Boil Order must remain in effect until bacteriological samples show that the water is safe.

The Village Administrator is responsible for issuing Boil Orders, taking whatever actions are needed to correct the situation, and contacting the Illinois Environmental Protection Agency. All corrective actions must be approved by the Illinois Environmental Protection Agency.

Do not call the Police Department to determine if the boil order has been lifted. Monitor the Local Access Channel on Cable TV or contact the Village Hall at 446-9200 or Public Works at 441-3810.

ONCE THE BOIL ORDER IS LIFTED:

1. All faucets should be flushed for at least one (1) minute.
2. Purge all water-using fixtures and appliances of standing water, such as ice makers and water softeners.
3. Drain your hot water heater if you think it may contain water delivered during the boil water advisory.

For additional information, contact the Public Works Department, 441-3810 between 8:00 a.m. and 4:30 p.m. Monday through Friday. For water/sewer emergencies before or after hours, contact the Police Department at 446-2131.

LIGHTNING HAZARDS

WHEN THUNDERSTORMS APPROACH...

- ♦ If you can hear thunder, you are close enough to the storm to be struck by lightning. Go to safe shelter immediately.
- ♦ Move to a sturdy building or car. Do not take shelter in small sheds, under isolated trees, or in convertible automobiles.
- ♦ If lightning is occurring and a sturdy shelter is not available, get inside a hard top automobile and keep the windows up.
- ♦ Get out of boats and away from water.
- ♦ Telephone lines and metal pipes can conduct electricity. Unplug appliances not necessary for obtaining weather information. Avoid using the telephone or any electrical appliances. Use phones **ONLY** in an emergency.
- ♦ Do not take a bath or shower.

IF CAUGHT OUTDOORS AND NO SHELTER IS NEARBY...

- ♦ Find a low spot away from trees, fences, and poles. Make sure the place you pick is not subject to flooding.
- ♦ If you are in the woods, take shelter under the shorter trees.
- ♦ If you feel your skin tingle or your hair stand on end, squat low to the ground on the balls of your feet. Place your hands on your knees with your head between them. Make yourself the smallest target possible, and minimize your contact with the ground.
- ♦ If you are boating or swimming, get to land and find shelter immediately!

DISASTER DRIVING

After almost every disaster, search and rescue teams find victims who might have survived if they had known whether to stay with or leave their car. The following tips should be remembered by drivers in various types of emergencies. ***The most important advice to remember is not to panic.***

EARTHQUAKE: Stay in the car. Bring the car to a halt as soon as is safely possible, then remain in the car until the shaking stops. Avoid stopping near or under buildings, overpasses and utility wires. After quaking stops, proceed cautiously avoiding bridges and other elevated structures that could have been damaged by the quake.

HURRICANE: Evacuate early. Flooding can begin well before a hurricane nears land. Plan to evacuate early and keep a full tank of gas during hurricane season. Make arrangements to stay inland until the storm has passed. Avoid driving on coastal or low-lying roads.

FLOOD: Get out of the car. **Never** attempt to drive through water on a road. Water can be deeper than it appears and water levels can rise quickly. Wade through floodwaters only if water is not flowing rapidly and only in water no higher than your knees. Attempt to get to higher ground.

TORNADO: Get out of the car. A car is the **least** safe place to be during a tornado. Leave it and find shelter in a building. If there are no safe structures nearby, lie flat in a ditch with your arms over your head.

BLIZZARD: Stay in the car. Avoid driving in severe winter storms. If you are caught in a storm and your car becomes immobilized, stay in the vehicle and await rescue. Do **not** attempt to walk from your car unless you can see a definite safe haven at a reasonable distance. Disorientation during blizzards comes rapidly. Turn the heat on for brief periods. Leave a down-wind window open to avoid the build-up of deadly carbon monoxide. Make sure your exhaust pipe is clear of snow. Exercise occasionally by clapping hands and moving around. Leave dome light on as a signal for rescuers. Sleep only one at a time.

EMERGENCY SUPPLIES TO KEEP IN THE CAR: Blanket, sleeping bag, booster cables and tools, bottled water when traveling during normal temperature ranges, canned fruits and nuts, can opener, necessary medication, shovel, rain gear and extra clothing, traction mats or chains, first aid kit, a 1 lb. coffee can, matches and candles, and a flashlight.

FLOOD SAFETY TIPS

FLASH FLOODS - move at incredible speeds. They can roll boulders, tear down trees, destroy buildings and bridges. When a flash flood warning is issued for your area or the moment you first realize a flash flood is imminent, act quickly to get out of the area subject to flooding.

- Keep materials such as sandbags, plywood, plastic sheeting and lumber on hand.
- Install check valves in sewer traps to prevent water from backing up into buildings.
- Keep first aid supplies on hand.
- Keep your vehicle fueled. If electricity is cut off, gas stations may not operate for several days.
- Stock foods that require little cooking and no refrigeration. Electric power may be interrupted.
- Keep a portable radio, emergency cooking equipment and flashlights in working condition.

FLOOD SAFETY TIPS

WHEN YOU RECEIVE A FLOOD WARNING:

- Store drinking water in clean bathtubs and various containers. Water service may be interrupted. If you are forced to leave your home and time permits, move essential items to safe ground. Fill tanks to keep them from floating away and grease immobile machinery.

AFTER THE FLOOD:

- Do not use fresh food that has come in contact with flood waters.
- Test drinking water for potability. Wells should be pumped out and water tested before drinking.
- Seek necessary medical care at a hospital. Food, shelter and clothing are available at Red Cross shelters.
- Do **not** visit disaster areas as it may hamper emergency operations.
- Do **not** handle live electrical equipment in wet areas. Before use, make sure equipment is dry.
- Use flashlights, not lanterns or torches, to examine buildings. Flammable elements may be inside.
- Report broken utility lines to the appropriate authorities.

HEAT HAZARDS

What is Heat Exhaustion?

Heat exhaustion is a milder form of heat-related illness that can develop following exposure for several days to high temperatures and inadequate or unbalanced replacement of fluids. A person with heat exhaustion may feel dizzy, nauseous, weak and tired. They may experience severe headaches, muscle cramps, heavy perspiration and shallow breathing. Their skin will likely feel cool and clammy. Persons who show signs of heat exhaustion should lie down in the coolest available space, loosen clothing, lower the head slowly while raising the feet and seek medical attention immediately. Heat exhaustion sometimes requires hospitalization.

WHO IS AT RISK?

While all people should take proper precautions to prevent heat-related illnesses, persons with chronic illnesses, the elderly and even the very young are at increased risk. Additionally, people using the following medications may be at increased risk:

- neuroleptics (examples: haloperidol or chlorpromazine) because they impair thermoregulatory function;
- medicines with anticholinergic effects (example: medication for Parkinson Disease) because they tend to inhibit perspiration; and
- major tranquilizers (examples: phenothiazines, butyrophenones and thiozanthenes).

Persons whose fluid consumption is restricted for medical reasons or who use diuretic medications should not alter their fluid intake patterns without the advice of their physician.

REMEMBER:

The combination of high heat and high humidity can be very dangerous. Especially at risk are the elderly, infants and young children, people with disabilities and those taking medication for chronic health conditions.

HEAT HAZARDS

What is Heat Stroke?

Heat stroke is the most serious of heat-related illnesses. A person with heatstroke may have a body temperature greater than or equal to 105 degrees F, and may be disoriented, delirious or comatose. They may have a headache, a red, dry face, hot skin (to the touch), and even experience seizures. Heatstroke can occur very rapidly and progress to a life-threatening stage within minutes. Persons who show signs of heatstroke should be placed in a semi-sitting position to reduce the amount of 'hot' blood going to the head, their clothes should be loosened and the head and body flooded with cold water.

Medical attention should be sought immediately.

COMMON SENSE IS THE BEST DEFENSE

- ✓ Drink lots of water and natural juices.
- ✓ Simply avoid going out into the blazing heat, if you can.
- ✓ If you don't have air-conditioning, keep shades drawn and blinds closed, but windows open.
- ✓ Keep electric lights down low or turned off.
- ✓ Take a cool bath or shower periodically; use cool towels.
- ✓ Take advantage of air-conditioning.
- ✓ Wear loose, light cotton clothing.
- ✓ Avoid alcoholic beverages, coffee and cola.
- ✓ Avoid heavy meals.
- ✓ Avoid using your oven.
- ✓ Avoid physical activity.
- ✓ Call your family and friends. Check on elderly neighbors.

If you need emergency medical attention, call 911 immediately.

TORNADO SAFETY TIPS

LEARN THESE TORNADO DANGER SIGNS:

- ☞ **Severe thunderstorms** - frequent lightning, heavy rains and strong winds.
- ☞ **Hail** - bullets of ice from a dark, cloudy sky.
- ☞ **Roaring noise** - like ten jet planes or a hundred railroad trains.
- ☞ **Funnel** - a dark, spinning "rope" or column from the sky to the ground.

Listen to radio and television broadcasts to determine the situation.

- A **TORNADO WATCH** means tornadoes are possible in your area. Remain alert for approaching storms.
- A **TORNADO WARNING** means a tornado has been sighted or indicated by weather radar. If a tornado warning is issued for your area and the sky becomes threatening, move to your pre-designated place of safety.

If the Village receives a bona-fide report of a tornado threatening our area, the Emergency Warning Sirens will be activated.

When the sirens sound, please do NOT call 911 to ask if a tornado has been sighted; seek shelter immediately! The only time you do not need to seek shelter when hearing the sirens is during the 10 a.m. test on the first Tuesday of the month. You **will not hear** an all clear signal. If you hear a second siren, again seek shelter. You should listen to radio or television reports for information on whether the danger has passed; **do not call 911 or the police department for this information.** The Village's 911 dispatchers need to be available for emergencies.

TORNADO SAFETY TIPS

DURING A TORNADO:

- In a home or building, move to a pre-designated shelter, such as a basement.
- If an underground shelter is not available, move to an interior room or hallway on the lowest floor and get under a sturdy piece of furniture.
- Stay away from windows.
- Get out of automobiles.
- Do not try to outrun a tornado in your car; instead, leave it immediately.
- If caught outside or in a vehicle, lie flat in a nearby ditch or depression.
- Mobile homes, even if tied down, offer little protection from tornadoes and should be abandoned.

Occasionally, tornadoes develop so rapidly that advance warning is not possible. Remain alert for signs of an approaching tornado. Flying debris from tornadoes causes most deaths and injuries.

It's Up To YOU!

Every year, many people are killed or seriously injured by tornadoes despite advance warning. Some did not hear the warning while others received the warning but did not believe a tornado would actually affect them. After you receive the warning or observe threatening skies, **YOU** must make the decision to seek shelter before the storm arrives.

It could be the most important decision you will ever make.

IF OFFICIALS SAY TO EVACUATE

Disasters can and do happen anytime and anywhere. When a disaster strikes, you may not have much time to respond. A highway spill of hazardous materials could mean instant evacuation.

- **REMEMBER** - "Evacuate" does not mean "run for your life". It is a precautionary move that might be recommended to minimize risk to you. This can work properly only if you act **safely, calmly, and deliberately**.
- **Gather people in your home together.** If you have family at schools, hospitals, or nursing homes, do not try to pick them up. Those facilities will be following their own evacuation procedures, and you would probably miss connections. **Stay tuned** to your local radio stations for information on where school children are being moved.
- **If you have any special needs notify officials.**
- **Leave when advised and go where advised.** Follow the directions given on the radio or by officials. **Do Not Rush.** Law enforcement agencies will maintain security in an evacuated area, and may provide traffic control.
- **If there is time, plan for two days away from home.** Lock things up and turn things off as you would for a weekend vacation. Bring essential items such as those on the checklists on the next page.

IF OFFICIALS SAY TO EVACUATE

CHECKLIST

- Medical Supplies** (prescriptions, first aid supplies)
- Money** (cash, credit cards, important documents)
- Personal Hygiene Items** (washing, shaving, dental, eye care, sanitary)
- Clothing**
- Baby Needs** (formula, diapers, favorite toy)
- Portable Radio and Batteries**
- Miscellaneous Useful Items** (matches, flashlight, bags, can opener)

PETS CHECKLIST

- PLAN AHEAD - Pets are not allowed in shelters.**
- Pet Medications, Medical Records (Vaccinations) and First Aid Kit.**
- Sturdy Leashes, Harnesses and/or Carriers.**
- Current photos of your pets in case they get lost.**
- Food, Potable Water, Bowls, Cat Litter/Pan, and Can Opener.**
- Name/Number of Veterinarian** (in case you have to board your pets).
- Pet beds and Toys, if easily transportable.**

EMERGENCY CARE

1. Know how to shut off utilities. Where?
 - Locate Gas Valve
 - Location of gas valve wrench
 - Location of other utilities
 - Locations of main water valve
 - Location of main circuit breaker to shut off electricity
2. Draw a plan of your home. Draw a floor plan of your home showing the location of exit windows and doors, utility shutoffs, first aid kit, emergency supplies, food, clothing, tools and other items necessary in an emergency. This plan should be kept in a safe place and be shown to baby-sitters or guests if you are out of the house.
3. Choose alternate meeting places:
 - Outside The Home
 - Inside The Home
4. Pick alternate meeting places when the family is not at home, such as a friend's home, park, school, or church.
5. List the name and telephone number of a person outside your area for family members to call and report their location and condition if they could not get to their pre-designated meeting place.
6. Know where emergency supplies and equipment are located.
 - Portable Radio
 - Tools
 - Water
 - Safety Equipment
 - Blankets
 - Medication
 - Sanitation Supplies
 - Flashlights and batteries
 - Cooking Equipment
 - Food
 - Prescription Glasses
 - Fire Extinguisher
 - Complete Set Of Clothes, Shoes, Gloves

EMERGENCY CARE

FIRST AID:

First aid can be administered on minor injuries by trained lay persons.

First aid supplies should be kept in a place known to each household member.

A home medicine cabinet should be stocked with medications for minor illnesses such as aspirin, rubbing alcohol, thermometer, and an anti-bacterial soap.

First aid supplies such as baking soda to neutralize acid, and salt, which is helpful in treating heat problems, should be kept in the kitchen.

A SAMPLE FIRST AID KIT INCLUDES:

- 1 small box sanitary napkins to use as a dressing to control severe bleeding,
- 2 triangle bandages to be used as an arm sling to secure dressing,
- 12 2x2 sterile gauze pads to clean and dress wounds,
- 10 3x3 sterile gauze pads,
- 6 4x4 sterile gauze pads,
- 2 one-inch by 5 yards gauze bandage to hold dressing in place,
- 3 two-inch by 5 yards gauze bandage,
- 1 box of Band-Aids in assorted sizes for smaller wounds,
- 1 roll of one-inch adhesive tape to secure dressings,
- 1 package of cotton-tipped applicators for various uses,
- 1 small scissors to cut bandage material,
- 1 small pair of tweezers to remove splinters, and
- Various types of liquid, cream or spray antiseptics.

First aid training is available through local hospitals and the American Red Cross.

WINTER STORM FACTS

A severe storm is defined as one that produces six inches or more of snow in 48 hours or less, or over ¼ inch of accumulated ice.

A **WINTER STORM WATCH** means hazardous winter weather conditions *may* affect your area.

A **WINTER STORM WARNING** means hazardous winter weather conditions *are* threatening your area.

PREPARATIONS YOU CAN MAKE:

- * Prepare snow removal equipment before the first storm.
- * Have your furnace checked for proper, safe operation.
- * Winterize your home, insulate, store emergency heating equipment.
- * Know which radio stations broadcast school closings in your area.
- * Store extra medicine, first aid supplies, blankets, sleeping bags, and fire fighting equipment.
- * A portable cellular telephone.

IF A WINTER STORM OCCURS:

- * **Stay inside.** Dress properly, in layers of clothing.
- * Eat well balanced, nutritional meals.
- * If you must go outside, avoid over-exertion, dress warmly in layers of loose fitting, lightweight clothing. Keep dry. Wear hats and mittens.
- * Do not travel in a vehicle. If you must travel, never travel alone.

WINTER STORM FACTS

STORE THE FOLLOWING ITEMS IN YOUR CAR:

- | | |
|---|--|
| <input type="checkbox"/> Blankets | <input type="checkbox"/> First Aid Kit |
| <input type="checkbox"/> Matches, Candles | <input type="checkbox"/> Booster Cables |
| <input type="checkbox"/> Paper Towels | <input type="checkbox"/> Shovel |
| <input type="checkbox"/> 1 lb. Coffee Can | <input type="checkbox"/> Flashlight |
| <input type="checkbox"/> Scraper | <input type="checkbox"/> Flares |
| <input type="checkbox"/> Transistor Radio | <input type="checkbox"/> Rubber Hose For Siphoning |
| <input type="checkbox"/> Bright Cloth To Use As A Flag | <input type="checkbox"/> Sand or Cat Box Litter |
| <input type="checkbox"/> High Energy Foods (peanuts, raisins, hard candy) | <input type="checkbox"/> Pay Phone Coins Taped To The Inside Of The First Aid Kit. |
| <input type="checkbox"/> Personal Medication | <input type="checkbox"/> Portable Cellular Phone |

IF A BLIZZARD TRAPS YOU ON THE ROAD:

- Do not panic. Stay in the vehicle.
- Tie bright colored cloth (preferably red) to the antenna for rescuers to see.
- Avoid over-exertion and exposure.
- Keep down-wind window open for fresh air.
- Run engine/heater sparingly. Beware of carbon monoxide build-up.
- Exercise by clapping hands and moving legs, but **do not** overdo it.
- Do not let everyone sleep at the same time.

HAZARDOUS MATERIALS

INTRODUCTION: We use a variety of chemicals in our daily lives. This includes at home, at work, and sometimes even in our recreational activities. Under most circumstances these chemicals do not pose any great hazard to either ourselves or the environment when used properly. Sometimes things happen which can result in a chemical or hazardous materials emergency.

WHAT CAN HAPPEN: We have all seen stories on the evening news about spectacular fires, explosions, or people being overcome by fumes. While incidents of this nature are fairly rare, they can and sometimes do happen. These incidents can take place almost anywhere and at any time. They can be fairly small such as a spill at a gas station or very large such as an incident in a factory. Transportation incidents, where chemicals are being moved by highway or rail, can also present problems. In other words, there is no way to predict where or when a hazardous materials incident might take place. Therefore, we must be prepared for an incident BEFORE it happens.

WHAT TO EXPECT: Hazardous materials incidents can be expected to have the potential for a number of dangers to the public. For example, some of these materials are very flammable and burn very rapidly. Because they are often shipped, stored, and used in bulk form (many hundreds or even thousands of gallons at a time) they can burn for a long period of time. Sometimes there is a possibility that these tanks can explode in the heat of a fire with a great amount of damage. Smoke and fumes, as well as run-off from the incident, can often be toxic. While these incidents can often be spectacular and fun to watch, doing so may be very dangerous.

WHAT CAN I DO TO PREPARE? Knowing how to react to a hazardous materials incident BEFORE it happens, like other emergencies, can result in your saving valuable time. In Northfield, our Fire Department is well trained and equipped to handle these incidents using the assistance of surrounding Fire Departments if necessary. Their response is coordinated with the Northfield Police Department and similar police mutual aid resources. While firefighters are dealing with the emergency itself, other agencies will be assisting them with such things as traffic control, public notifications, etc. Here are some general guidelines for you to follow.

AT HOME: Know how to properly use any chemicals you might have. **READ THE PRODUCT LABELS.** Pay particular attention to those chemicals which are not compatible with certain others - toilet bowl cleaner and chlorine bleach for example. If you should happen to have an incident involving chemicals **SUMMON HELP IMMEDIATELY. CALL 911** to report the situation. Personnel will be able to respond to the incident and assist you.

HAZARDOUS MATERIALS

AT WORK: If chemicals are used at work, your employers are required to have information available for you regarding these chemicals, their dangers, toxic effects, etc. Ask your supervisor for this information. They are required **BY LAW** to have this information available. Find out what their emergency procedures are in the event of a hazardous materials incident. Do you evacuate the building? If so, where do you go and to whom do you report? This is important so that emergency personnel can know if anyone is left in the building. Follow those directions carefully and fully.

AWAY FROM HOME: If you are away from home when an incident occurs, you must know what to do as well. Avoid the area if at all possible. Be patient. You might be caught up in a traffic problem which will require some time to straighten out. **DO NOT** get too close to the incident if you can avoid it. This could be dangerous, but also there is the possibility you would be hampering the efforts of emergency response personnel.

SOME DOs AND DON'Ts:

- ❖ **DO** call for help if you see an incident happen. A prompt and proper response is vital in these incidents.
- ❖ **DON'T** call the police or fire department *except* to report an incident. In most cases, they will be too busy to answer questions.
- ❖ **DO** listen to the radio or television. The media will be informed of the dangers and the action the public should take if any is required.
- ❖ **DON'T** go to the scene or into the area of the emergency.
- ❖ **DO** follow instructions given to you by your emergency response personnel. If an evacuation is necessary, **YOU WILL BE INFORMED.** Follow the recommendations given to you (read section "IF OFFICIALS SAY TO EVACUATE" in this booklet).
- ❖ **SUMMARY:** Hazardous materials incidents happen infrequently but they do pose special hazards. Be prepared for them and act quickly, without panic. Follow these guidelines and the recommendations of your local officials.

FIRE HAZARDS

If a fire began in your house tonight, would your family know what to do? Would they know how to get out, where to go, and who to call? If your family is like most, the answer is: probably not.

PREVENTION RULES:

- Install Smoke Detectors and periodically test them. Make sure the detector is near enough to your bedroom so you can hear it even with the door closed. **Remember, working smoke detectors save lives.**
- Do not let items (e.g. newspapers, lawn clippings, etc.) accumulate inside a structure. Keep attics, basements, closets and garages clean.
- Check electrical wiring and appliances regularly. Replace worn electrical cords.
- Don't string extension cords all over the house and never use them under rugs.
- Store flammable fluids at a safe distance from the house.
- Never use gasoline, benzene or other flammable fluids indoors or near flames; these will ignite from any spark.
- Check attic fans, heating and cooling systems regularly. Many home fires start because of faulty systems.
- Don't leave papers or magazines on or near radiators, furnaces, stoves, or fireplaces.

FIRE HAZARDS

MAKE A HOME EVACUATION PLAN:

- Identify two ways to exit the house. Use the quickest, most direct way out.
- Assign someone to assist family members who are elderly, infirm, or too young to get themselves out.
- Practice your plan. Make sure everyone understands what must be done, and that each aspect of the plan is workable.
- Agree on a meeting place that is away from the home.

A Final Word:

Although no one wants to think about fire, thinking about it - and planning for it - are crucial to minimizing the damage and devastation it can cause. By taking the time to conduct a fire safety check of your home and to educate your family about what to do in a fire, you're decreasing the risk of fire and increasing your family's safety.

That's time well spent.

EMERGENCY 911

OTHER IMPORTANT NUMBERS

Police Dept. Non-Emergency.....	1-847-446-2131
Fire/Rescue Administrative.....	1-847-441-3800
Village Hall.....	1-847-446-9200
Building Department.....	1-847-446-9200
Public Works.....	1-847-441-3810

VILLAGE
OF
NORTHFIELD

361 Happ Road
Northfield, IL 60093

CAR-RT-SORT
BULK RATE
U. S. POSTAGE PAID
WINNETKA, IL
PERMIT NO. 357

ECRWSS
POSTAL CUSTOMER
NORTHFIELD, IL 60093