

WHEN IT ROCKS.. ARE YOU READY TO ROLL?

Participate in the 2010 City of Beverly Hills "I'm Prepared!" Employee Pledge Drive

The City of Beverly Hills proudly announces its fifth annual "When It Rocks, Are you Ready to Roll?" employee pledge drive. Over the past four years, many of you may have participated in the City's pledge drives by putting together emergency kits and plans. This year's campaign is an opportunity to assess our individual levels of preparedness. If you have not completed or updated your emergency kits or plans, now is the time! Until a disaster happens, it's never too late!

It's easy to participate!



- ❖ Using the handy checklist on the back of this flyer, check your emergency kits, replace supplies that have expired and make sure all your emergency information is up to date. You can also use the checklist to create emergency kits if you don't already have them.
- ❖ Promise to update or create your emergency kits by completing the "I'm Prepared!" Pledge Card below and turn it in to your department emergency management representative.

Every City employee is encouraged to be prepared in the event of an emergency or disaster. Every employee that returns a pledge card will receive one small wind-up flashlight! (back by popular demand)



DETACH PLEDGE CARD HERE



WHEN IT ROCKS...AM I READY TO ROLL?

Yes! I have updated or created a:

Home Kit Car Kit Employee Backpack/Locker Family Plan

Signature: _____ Name (printed legibly): _____

Department/Division: _____ Date: _____

Please submit by April 30, 2010 to your department emergency management representative.

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Q Once we create our emergency supply kits, we often forget to periodically check the supplies. We want to make sure that the supplies in our kits are not expired, that we are not missing any supplies, and that information in our emergency plans are up to date. Take a few minutes to make sure the emergency supply kits you have at home, in your car and at work are complete and up to date. This is also a good time to review your family's preparedness plan. If you have not created your emergency kits or family plan, it's not too late! Taking small steps now will go a long way to alleviate suffering in the future!

- Home Kit:** Should include: food, water, a first aid kit, fire extinguisher, flashlights or glowsticks, a portable radio, batteries (for flashlights and radio), blankets, clothing, shoes, money, an alternate cooking source (a barbeque or camping stove), tools and special items for infants, pets and those with special needs.
- Car Backpack:** Should include: food, water, a first aid kit, flashlights and batteries or glowsticks, blanket, extra clothing, comfortable shoes, money, basic toiletries, medications, and other items you might need if you are away from home.
- Employee Backpack/Locker:** The City provides all non sworn employees with a backpack containing the following emergency supplies: food, water, flashlight with batteries, small first aid kit, a whistle, a blanket, a dust mask and a glowstick. Contact your Floor Warden for supplies when needed. Employees should add to this backpack or for sworn personnel and others having lockers add sturdy shoes and socks, comfortable clothes, basic toiletries, medications, prescription glasses, and other necessary personal items you may need. Keep an additional work outfit in you cubicle or locker. It wouldn't take a catastrophic disaster to make you stay at work.
- Family Preparedness Plan:** Your plan should include: what to do in different emergencies, a 15 minute evacuation checklist (including important items to take in an evacuation), 2 meeting locations (right outside your home and outside your neighborhood) and an out of state contact person. You should meet with your family members to review, update, and practice the plan. Always keep cars above a half of tank.

For additional information on any of the above items, please call the Office of Emergency Management at 310-285-1025.

