

Disaster Preparedness Checklist

Date checked : / /

September 1 is Disaster Preparedness Day in Japan / Ikoma International Exchange Association
(Ikoryu)

Name :

How to use This checklist covers two things at once: (1) what to discuss with your family, and (2) the supplies to prepare. Tick ☐ the items you have already done, and get the missing ones this month.

Review it once a year. What you need changes with your family, their ages and the season. Checking once is not enough.

1. What to discuss at a family meeting

- ☐ ① Checked the disaster risks of the area where you live, using the hazard map and damage forecasts
- ☐ ② Checked the safety of your home for a large earthquake (which places inside are dangerous, and which are safe)
- ☐ ③ Actually walked the route to the evacuation site and the evacuation shelter, both in daytime and at night
- ☐ ④ Checked your home stockpile (any expired food or medicine?) and where it is kept
- ☐ ⑤ Prepared an emergency go-bag (note that the contents change with the season and with your family members)
- ☐ ⑥ Prepared fire-fighting items and disaster equipment
- ☐ ⑦ Confirmed what to do in a disaster (how elderly members will evacuate, turning off the gas tap and the circuit breaker, etc.)
- ☐ ⑧ Confirmed how the family will contact each other (disaster message dial 171, disaster message board, SNS / using a relative living away from the disaster area as a relay point)

Our family rules (write down what you decided)

Evacuation site:..... Evacuation shelter:.....

Where the family will meet:..... How we will contact each other:.....

Family phone numbers / relative living far away (relay contact):.....

Family members who need help (elderly, children, illness, pets) and how they will evacuate:

.....

2. Disaster supplies

* (1) Disaster equipment is what the neighbourhood association / voluntary disaster prevention group prepares for the whole community. (2) Emergency go-bag and (3) home stockpile are what each household prepares for itself. Start with (2) and (3) at home, and check what your local disaster storehouse holds for (1).

(1) Disaster equipment (prepared by the neighbourhood association)

Rescue and first aid	☐ crowbar ☐ jack ☐ saw and other carpentry tools ☐ helmet ☐ ladder ☐ rope ☐ generator ☐ floodlight ☐ first-aid supplies ☐ stretcher ☐ blanket ☐ tent ☐ wheelchair ☐ baby carrier strap
Fire fighting	☐ fire extinguisher ☐ bucket ☐ portable pump ☐ fire hook ☐ stand pipe
Evacuation guidance	☐ megaphone ☐ rope ☐ powerful light ☐ wheelchair ☐ flag
Food and water supply	☐ cooking stove ☐ gas burner ☐ pot ☐ pan ☐ fuel ☐ water purifier ☐ tent ☐ lighter ☐ matches ☐ plastic sheet ☐ plastic bags (large and small)
Information	☐ portable radio ☐ transceiver ☐ megaphone ☐ notice board ☐ writing tools ☐ memo paper ☐ large poster paper ☐ portable power station
Clearing up	☐ broom ☐ dustpan ☐ adhesive tape ☐ cardboard boxes

Location of the local disaster storehouse:..... Who keeps the key:

.....

Took part in a disaster drill:..... What our area is missing:.....

(2) Emergency go-bag (what you take with you when you evacuate)

Valuables	☐ cash ☐ cash card ☐ bankbook ☐ personal seal (hanko) ☐ driver's licence ☐ property deeds ☐ health insurance card ☐ My Number card
Emergency food and related items	☐ canned food ☐ nutrition bars ☐ bottled water ☐ water bottle ☐ disposable chopsticks ☐ plastic or paper plates and cups ☐ can opener ☐ bottle opener ☐ multi-tool knife ☐ cling film ☐ food for babies, elderly people and sick people
First-aid medicine	☐ adhesive plasters ☐ gauze ☐ bandage ☐ triangular bandage ☐ disinfectant ☐ stomach medicine ☐ painkillers ☐ thermometer ☐ fever medicine ☐ eye drops ☐ your regular medicine
Daily necessities	☐ clothes (underwear, outerwear, socks) ☐ towel ☐ tissues ☐ wet wipes ☐ face mask ☐ work gloves ☐ rainwear ☐ lighter ☐ plastic bags ☐ shopping bags ☐ sanitary products ☐ nappies ☐ portable toilet ☐ foldable water tank ☐ disposable gloves ☐ dry shampoo ☐ toothbrush set
Infection control	☐ face mask ☐ soap ☐ disinfectant liquid ☐ thermometer ☐ disposable gloves ☐ towel ☐ indoor slippers ☐ plastic bag (to keep outdoor shoes in) ☐ tissues ☐ wet wipes (antibacterial)
Other	☐ carry bag ☐ blue tarpaulin sheet ☐ portable radio ☐ mobile phone ☐ charger (battery, solar or hand-crank) ☐ torch / LED lantern ☐ batteries ☐ glasses ☐ pen and paper ☐ eye mask ☐ precious keepsakes ☐ pet supplies

* Keep the go-bag where you can grab it immediately. The contents change with the season and with your family (summer: heat protection, winter: warm clothing). Replace the contents once a year.

(3) Home stockpile (for staying at home after a disaster)

Emergency food	☐ drinking water (3 litres per person per day) ☐ canned or retort-pouch rice and side dishes ☐ instant dried rice ☐ nutrition bars ☐ dried food ☐ instant food ☐ pickled plums (umeboshi) ☐ seasonings ☐ snacks
Fuel	☐ tabletop gas stove ☐ portable stove ☐ solid fuel ☐ gas canisters
Daily necessities	☐ blanket ☐ sleeping bag ☐ washing kit ☐ dry shampoo ☐ toothbrush set ☐ toilet paper ☐ pot ☐ kettle ☐ plastic container ☐ bucket
Water for daily use	☐ water stored in the bathtub ☐ rainwater tank
Other	☐ cling film ☐ disposable heat packs ☐ plastic sheet ☐ plastic bags ☐ newspaper ☐ candles ☐ duct tape ☐ whistle ☐ rope ☐ crowbar ☐ shovel and other tools ☐ bicycle ☐ pet food

How much to stock, and how to keep it fresh

- Stock at least 3 days' worth. For a Nankai Trough mega-earthquake or an earthquake directly under Tokyo, 1 week or more is recommended.
- Rolling stock method: eat your emergency food as part of daily life, and buy more each time you eat some. Repeat this, and your home always holds fresh emergency food.

What was missing this time / what to buy this month

.....

.....

.....