16 Emergency Preparedness Checklists

Small tasks for a more complete household plan.

Use these checklists with the Family Emergency Planning Guide. Tick an item when it is complete, mark what does not apply, and write down anything your household needs to add. The checkboxes are designed for printing.

A sensible starting point

Build a basic supply for at least three days, then adjust it to local guidance, climate, accessibility needs and the people and pets in your care. A checklist is a reminder, not a guarantee that every emergency is covered.

During an emergency

Follow current local official instructions. Know the limits of your water treatment equipment. Water contaminated with fuel or toxic chemicals cannot be made safe by boiling or disinfecting.

Household / person responsible

Review date

Tasks to prioritise this week

Planning sources: Ready.gov Emergency Supply List; CDC Make Water Safe During an Emergency; Ready Iowa Make a Plan; Ready Army. Full source links are in the companion guide. These organisations do not endorse Luvano Gear or certify its products.

Plan and contacts

01 Household plan

- ☐ Name a plan owner and a backup.
- ☐ List everyone who needs to be included, including pets.
- ☐ Identify the emergencies most relevant to your area.
- ☐ Choose reliable local alert sources.
- ☐ Keep a printed plan in an easy-to-find place.
- ☐ Set a review date and tell everyone where the plan is.

02 Contacts

- ☐ Choose an out-of-area contact and ask them to be your relay.
- ☐ Save key numbers on paper as well as on phones.
- ☐ Record utility and local emergency information.
- ☐ Include school, childcare and workplace contacts.
- ☐ Agree on a short status message and check-in routine.
- ☐ Give each household member an accessible contact copy.

Notes / person responsible / review date

Places and routes

03 Meeting places

- ☐ Pick a nearby meeting place.
- ☐ Pick a meeting place outside the neighbourhood.
- ☐ Check that each place is accessible to everyone.
- ☐ Write down directions without relying on mobile data.
- ☐ Agree on what to do if the first location is unsafe.
- ☐ Practise the route together when conditions are normal.

04 Evacuation

- ☐ Identify a primary route and a backup.
- ☐ Arrange transport for anyone who cannot drive or walk far.
- ☐ Identify a place to stay and check pet arrangements.
- ☐ Keep essential supplies in a manageable bag.
- ☐ Review official evacuation alerts and route information.
- ☐ Plan to avoid floodwater and other unsafe routes.

Notes / person responsible / review date

Water

05 Stored water

- ☐ Start with at least one gallon per person per day for several days.
- ☐ Calculate a three-day starting quantity for the household.
- ☐ Add provision for pets and individual needs.
- ☐ Use suitable food-safe containers and storage instructions.
- ☐ Label supplies and set an inspection or replacement date.
- ☐ Keep water away from chemicals and contamination sources.

06 Water treatment

- ☐ Read the instructions for the exact filter or treatment you own.
- ☐ Know which contaminants it does and does not remove.
- ☐ Do not assume clear water is safe.
- ☐ Follow local drinking-water advisories.
- ☐ Use an approved alternative supply for chemical contamination.
- ☐ Keep untreated water and clean containers separate.

Notes / person responsible / review date

Food and information

07 Food

- ☐ Choose food your household can eat without complicated preparation.
- ☐ Keep enough for several days as a starting kit.
- ☐ Include a manual can opener when needed.
- ☐ Account for allergies, infants and other dietary needs.
- ☐ Record inspection dates and rotate supplies before they expire.
- ☐ Plan safe food storage if electricity is lost.

08 Light and information

- ☐ Keep a flashlight where it is easy to reach.
- ☐ Store the correct batteries or charging supplies.
- ☐ Prepare a radio or another reliable alert method.
- ☐ Save essential instructions and local maps offline or on paper.
- ☐ Agree who will check official updates.
- ☐ Test equipment before it is needed.

Notes / person responsible / review date

People and support

09 Health and accessibility

- ☐ Record essential healthcare and support contacts securely.
- ☐ Plan medication supplies and storage with the relevant professional.
- ☐ Include spare glasses or other necessary aids.
- ☐ Provide batteries or charging plans for assistive devices.
- ☐ Assign help for transport and communication where needed.
- ☐ Keep first aid supplies and know where they are.

10 Children and older adults

- ☐ Explain the plan in language each person understands.
- ☐ Keep collection and caregiver arrangements up to date.
- ☐ Include suitable food, clothing and comfort items.
- ☐ Provide an accessible written or visual contact card.
- ☐ Practise what to do if separated.
- ☐ Review support needs whenever circumstances change.

Notes / person responsible / review date

Pets and records

11 Pets

- ☐ Pack food, water and necessary care supplies.
- ☐ Keep leads, carriers and identification ready.
- ☐ Store veterinary contact details and key records securely.
- ☐ Identify accommodation that can accept your animals.
- ☐ Plan safe transport and assign responsibility.
- ☐ Practise getting animals into their carriers calmly.

12 Documents and money

- ☐ Choose only the essential records you may need.
- ☐ Keep copies securely and protect them from water.
- ☐ Record insurance and utility contacts.
- ☐ Plan access to everyday funds if electronic services fail.
- ☐ Keep sensitive information out of shared public copies.
- ☐ Review the contents after major household changes.

Notes / person responsible / review date

Portable kits

13 Grab-and-go bag

- ☐ Choose a bag the intended person can carry.
- ☐ Pack water, food and a practical light source.
- ☐ Add medication arrangements and personal essentials.
- ☐ Include contacts, maps and a phone power supply.
- ☐ Add suitable clothing and sanitation items.
- ☐ Check the weight and rehearse taking it with you.

14 Vehicle and workplace

- ☐ Adapt a small kit to local travel and weather conditions.
- ☐ Keep maps, contacts and a charging option available.
- ☐ Check workplace emergency and meeting procedures.
- ☐ Know an alternative route home or to a meeting place.
- ☐ Avoid storing temperature-sensitive supplies unsafely.
- ☐ Inspect the kit on a regular schedule.

Notes / person responsible / review date

Care and maintenance

15 Sanitation and clothing

- ☐ Pack soap or suitable hand-cleaning supplies.
- ☐ Include personal hygiene and menstrual products as needed.
- ☐ Keep waste bags and practical cleaning supplies.
- ☐ Provide clothing and bedding for the local conditions.
- ☐ Keep drinking-water containers separate from cleaning materials.
- ☐ Plan for household members who need extra assistance.

16 Practice and maintenance

- ☐ Schedule a short household practice.
- ☐ Ask everyone to find the kit and contact details.
- ☐ Check supplies, batteries and equipment instructions.
- ☐ Replace used or expired items.
- ☐ Write down one problem found and fix it.
- ☐ Set the next review date.

Notes / person responsible / review date