

The Portland Bureau of Emergency Management encourages all residents to prepare their households by having some basic supplies on hand in order to survive for at least two weeks after an emergency.

Here you will find a plan to build a supply of basic items that every emergency supply kit should include. It is also important to review this list and consider where you live and the unique needs of your family in order to create an emergency supply kit that will meet these needs.

For additional information, visit [portlandoregon.gov/PBEM](http://portlandoregon.gov/PBEM)

### **Week 1**

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- 3 gallons water\*
- 3 cans ready-to-eat protein\* (tuna, chicken, etc.)
- Large tub to hold items
- Hand operated can opener

#### **To Do:**

- Learn about the emergencies that could happen where you live and the right way to respond to them.

### **Week 2**

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- Dry fruit or trail mix
- Permanent marker, paper and pencil

#### **To Do:**

- Make sure Emergency Contact numbers are easy to identify in mobile devices: I.C.E. + contact (I.C.E. = In Case of Emergency).

### **Week 3**

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- First Aid kit
- Hand sanitizer

#### **To Do:**

- Date items in kit, and group by expiration date.

### **Week 4**

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- Battery/Hand crank emergency radio
- 2 flashlights with batteries
- Waterproof matches
- Bushcraft knife (perfectly useful knives cost less than \$20)

#### **To Do:**

- Install carbon monoxide and smoke alarms
- Make a list of bank account numbers, credit card account numbers and companies, and insurance policy numbers, include in kit.

*\*Multiply by the number of people in your household.*

### **Week 5**

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- 3 gallons water\*
- 3 cans ready-to-eat protein\* (tuna, chicken, etc.)
- Energy bars

#### **To Do:**

- Identify family meet-up locations.

### **Week 6**

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- 3 cans fruit\*
- 1 box crackers
- Paper plates
- Playing cards
- Plastic container for personal items

#### **To Do:**

- Develop Home Evacuation Plans

### **Week 7**

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- Pain Reliever
- Thermometer
- Hand Soap

#### **To Do:**

- Practice Home Evacuation Plans.

### **Week 8**

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- Aluminum (non-sparking!) wrench to shut off utilities
- Fire extinguisher
- Utility knife

#### **To Do:**

- Locate and identify Utility Shutoffs.

### **Week 9**

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- 3 gallons water\*
- 3 cans soup\*
- Puzzle books/games

#### **To Do:**

- Develop an Emergency Network among family, friends, & neighbors. You'll need each other!

### **Week 10**

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- Dry nuts
- 1 Rain poncho\*

### **Week 11**

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- Laxative
- Antacid
- Anti-Diarrheal
- Rubbing alcohol

### **Week 12**

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- Duct Tape
- Whistle
- Tarp
- Blank DVDs to record home inventory

#### **To Do:**

- Use camcorder to record the contents of your home for insurance purposes.
- Make a copy of the recording and send it to an out-of-town friend or family member.

### **Week 13**

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- Electrolyte replacement drink (sports drink or infant electrolyte solution)
- 3 cans fruit\*
- Hard candy
- Comfort/stress food (cookies, instant coffee, sweetened cereal, candy, tea bags)

#### **To Do:**

- Photocopy important documents, include in kit.

### **Week 14**

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- 1 jar peanut butter
- 1 box crackers
- 1 package eating utensils

#### **To Do:**

- Discuss with your network and neighbors what help may be needed and how best to assist each other.

### **Week 15**

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- 2 rolls toilet paper
- Two buckets with tight-fitting lids (for pee and poo)
- 1 gallon regular household bleach (DO NOT USE scented, color-safe, or bleaches with added cleaners)
- Medicine dropper, to add bleach for purifying water

#### **To Do:**

- Review insurance coverage to be sure you are covered for disasters that may happen in your area.

### **Week 16**

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- Work gloves
- 50 foot rope
- Crow bar
- Cash (small bills) or traveler's checks, and coins

#### **To Do:**

- Keep a card with important health information in kit.

## Week 17

- 1 gallon juice
- 3 cans fruit\*
- Garbage bags

### To Do:

- Arrange for a friend or neighbor to help your children if you are not able to respond.

## Week 18

- Paper cups
- Blanket or sleeping bag\*
- Change of clothing and sturdy footwear\*

### To Do:

- Volunteer with a local disaster/emergency group (Portland NET, Red Cross, Medical Reserve Corps).

## Week 19

- Toothbrush\*/Toothpaste

### To Do:

- Make a smaller kit for your vehicle.

## Week 20

- Hammer
- Screwdriver
- Pliers
- Assorted nails & screws

### To Do:

- Purchase and install an emergency escape ladder for upper story windows.

## Week 21

- Electrolyte replacement drink (sports drink or infant electrolyte solution)
- 3 cans vegetables\*
- Comfort/stress food (cookies, instant coffee, sweetened cereal, candy, tea bags)

### To Do:

- Check with child's school/day care center to find out about their disaster plans.

## Week 22

- Energy bars, snacks
- 1 box crackers
- Aluminum foil

### To Do:

- Take a First Aid/CPR class. Many are free!

## Week 23

- 1 box facial tissues
- Feminine hygiene products (Add extra sanitary pads. They work well as absorbent bandages.)

### To Do:

- Find out about your workplace disaster plan.

## Week 24

- Extra batteries for radio/flashlight
- Dust masks
- Sewing kit

### To Do:

- Mark your calendar to check your Emergency Supply Kit in 6 months!

### Special Items Your Family May Need:

**Infant Items:** Formula, diapers, bottles, pacifiers; powdered milk, infant medications.

**Adult/Senior Items:** Prescription medications, vision care items (extra glasses/contact lenses & supplies) diabetic supplies, denture needs, hearing aid batteries.

**Persons with Disabilities/Special Needs:** Communication board, specialized care items (oxygen, catheters, etc.), a list of prescription medications (including dosage and physician's name) and the type and model numbers of required medical devices, portable wheelchair.

Wear a medical alert ID and register with the office of emergency services or the local fire department for assistance so needed help can be provided. If you are dependent on a dialysis machine or other life-sustaining equipment or treatment, know the location and availability of more than one facility. Make sure your support network knows your information and can operate any devices you need.

**Pet Items:** Your pets should always wear a collar and ID/rabies tags. Include food, water, bowls, leash/harness, crate/carrier, medical and vaccination records, sanitation needs (pet litter and litter box, newspapers, plastic bags), and a photo of you and your pet in your preparedness kit.

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# Weekly Steps for Emergency Preparedness



**A budget friendly plan  
to build a family disaster  
supply kit in 24 weeks.**