



# Emergency Preparedness

## Merit Badge Workbook

Workbook developer: [craig@craiglincoln.com](mailto:craig@craiglincoln.com). Requirements revised: 2008, Workbook updated: April 2009.

\*Prepared specifically for the University of Scouting merit badge class on Saturday, October 17, 2015 at Ivy Tech.

Scout's Name: \_\_\_\_\_

Unit: \_\_\_\_\_

Counselor's Name: Bernie Beier, Homeland Security Director, Allen County, 449-4663

### 1. Earn the First Aid merit badge.

Do not bring a blue card. Your Scoutmaster will certify this requirement.

(Per National, other requirements may be completed before you earn First Aid merit badge because: "Unless otherwise specified, work for a requirement can be started at any time." - [Boy Scout Requirements p. 22](#))

### 2. Do the following:

a. Discuss with your counselor the aspects of emergency preparedness:

1. **Prepare** for emergency situations Taking actions to prepare for emergencies. You recognize the possible threats from natural and other disasters. You put together an emergency or disaster supplies kit. You make a plan and practice it. You purchase, install and maintain emergency warning devices (smoke detector, weather radio, carbon monoxide alarm, etc.) \_\_\_\_\_

The Boy Scout motto is: \_\_\_\_\_ (which means) \_\_\_\_\_

\_\_\_\_\_

2. **Respond** to emergency situations You may be called upon to assist with or provide shelter, first aid, and other activities. On a personal level, you may also need to evacuate or take shelter. Know what to do for a variety of emergencies. When the time comes for action – do something! If you have learned what to do in order to "be prepared," AND you have practiced your skills -- you will likely make the right decisions the first time. \_\_\_\_\_

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3. **Recover** from emergency situations After a disaster, the goal is to "get things back to normal." In addition to rebuilding and repairing property, there is also work to be done to try and bring physical and emotional health back to a stable condition. \_\_\_\_\_

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4. **Mitigate and prevent** emergency situations The word mitigate means "to lessen in force or intensity" and "to make less severe." This simply means taking those actions or doing those things BEFORE a disaster occurs to lessen the impact and reduce the amount of damage caused during a disaster. Prevention is the best strategy to avoid emergency situations if you can simply not do the unsafe action. \_\_\_\_\_

\_\_\_\_\_

Include in your discussion the kinds of questions that are important to ask yourself as you consider each of these.

b. Make a chart that demonstrates your understanding of each of the three aspects of emergency preparedness in requirement 2a with regard to 10 of the situations listed below. **You must use situations 1, 2, 3, 4, and 5** below in boldface but you may choose any other five listed for a total of 10 situations. Discuss this chart with your counselor.

Situation	Prepare	Respond	Recover	Mitigate
<b>1. Home kitchen fire</b>	Learn how kitchen fires start. Know how to safely put them out. Have safety items on hand. Escape plan if needed	Safely extinguish the flames if possible. Call 911. Warns others. Evacuate if needed.	Clean up kitchen area. Inspect area for damage. Repair or rebuild kitchen area.	Move flammable material away from the stove. Wear proper clothes. Post emergency numbers by phone.
<b>2. Home basement/ storage room/garage fire</b>	Make an escape plan. Practice it. Practice using a fire extinguisher.	Warn everyone. Get out (stay low). Call 911. Keep doors closed if you can't get out. Stay close to the floor.	Remove damaged items when safe. Have appliances checked. Clean/repair area.	Clear closets, attic, cellar of flammable rubbish like papers & cartons. Check around furnace. Replace frayed cords.
<b>3. Explosion in the home</b>	Make an escape plan. Practice it. Practice using a fire extinguisher. Know and practice first aid.	Warn everyone. Get out. Call 911. Extinguish small fires if safe. Give first aid in a safe place.	Extinguish fires, check for leaks, and inspect structural integrity. Use licensed contractors to repair damage.	Check for hazards/leaks. Store combustibles outside. Use licensed contractors for improvements.
<b>4. Automobile accident</b>	Assemble an auto kit. Recognize potential hazards.	Call 911. Makes sure the scene is safe. Be ready for first aid. Be resourceful in your environment.	Secure a tow truck. Use licensed mechanics.	Consider the weather. Plan your route. Always buckle-up.
<b>5. Food-borne disease (food poisoning)</b>	Know symptoms of food poisoning. Make a kit. Have a plan. Bring ice, bags, soap. Cook food completely. Wash hands.	Tell an adult. Alert others. Keep hydrated and comfortable. Use medication if needed. Seek medical care.	Re-hydrate. Rest. Dispose of all contaminated food. Wash containers thoroughly.	Use little chilled foods as possible. Plan for no leftovers. Learn edible "wild plants" in your area.
6. Fire or explosion in a public place				
7. Vehicle stalled in the desert	Make a summer travel kit. Plan to keep cool & hydrated. Plan to break down.	Stay with the car (but not in it). Raise the hood. Signal distress. Leave a note if you walk. Drink water.	Repair or tow vehicle. Seek medical attention if needed.	Know important sources of water.
8. Vehicle trapped in a blizzard	Make a winter travel kit. Plan to keep warm. Plan to break down.	Stay with the car. Signal distress. Wait for help. Build a fire away from car? Build a shelter? Rest frequently.	Tow or pull vehicle from snow. Warm up slowly. Medical checks if needed.	Get updated weather reports. Heed watches & warning. Keep at least half a tank of gas. Slow down.
9. Flash flooding in town or the country	Be alert during sudden rain events. Make a kit. Have a plan.	If caught, move to the second floor, then to the roof. Take your kit with you. Stay out of the water.	Warm up slowly. Dry out clothing. Seek medical care if needed. Inspect structures for damage before entering.	Get updated weather reports. Have a working weather radio. Recognize a safe route "up."
10. Mountain/ backcountry accident	Take a map. Inform others of your itinerary. Carry a first aid & survival kit. Follow the rule of "3." Be weather alert.	Call or signal for help. Stay "lost." Think as a team – stay calm. Give first aid. Prepare shelter.	Seek medical care if needed. Repair /replace equipment as needed. Lessons learned? Train and practice for next time.	Anticipate/recognize hazards <i>before</i> you go. Be physically prepared.
11. Boating accident	Wear approved flotation device. Pay attention. Check equipment. Make a kit. Keep an eye on the weather.	Hang on (unless it's on fire). Wait for help. Huddle together.	Recover boat if possible and repair if needed. Warm up slowly. Seek medical care if needed.	Wear approved flotation device. Pay attention. Learn to swim. Know distress signals.
12. Gas leak in a home or a building				
13. Tornado or hurricane	Recognize that a tornado could occur. Put together and emergency kit and make a plan with your family.	When you hear the siren, immediate take shelter and be ready for action.	Clean up debris, inspect house for damage, and repair as needed.	Take shelter away from windows. Wear sturdy shoes. Have a working weather radio.
14. Major flood	Make a kit. Have a plan. Bring outside items in. Sandbag your home. Consider electric and gas connections.	Evacuate if advised. Take your kit with you. Do not drive through water.	Throw away contaminated food. Clean house with bleach water mix. Use licensed electricians and gas repair contractors	Get updated weather reports. Have a working weather radio. Learn a safe route out. Know where flooding occurs.
15. Nuclear power plant emergency				

16. Avalanche (snowslide or rockslide)				
17. Violence in a public place				

c. **Meet with and teach your family how to get or build a kit, make a plan, and be informed** for the situations on the chart you created for requirement 2b. **Complete a family plan.** Then meet with your counselor and report on your family meeting, discuss their responses, and share your family plan. Use the handout materials to complete your plan. Take them home and complete them. Remember, we are prepared if we -- Get a kit; Make a plan, Be informed. Have your parents initial this requirement prior to or following this course. [Visit the website www.ready.gov](http://www.ready.gov) for some great ideas on how to be informed, make a plan, build a kit, and get involved.

**3. Show how you could safely save a person from the following:**

a. Touching a live household electric wire It is extremely dangerous to touch a "live" wire. Call 911. Pull the plug or cord ONLY where it is well-insulated. Or go to the main electrical switch in your home and turn off the power. If you cannot turn off the power, try pushing the wire away with a dry, wooden stick (like a broom handle) or a rolled-up newspaper. DO NOT TOUCH THE WIRE OR THE VICTIM!

b. A room filled with carbon monoxide CO is odorless & colorless – and it can kill you. Install a CO alarm in your house. Inspected any fuel-burning appliances at least once a year. Know the symptoms of CO poisoning: headache, dizziness, faintness, and ringing in the ears. A person might yawn a lot or feel like vomiting. If you suspect CO poisoning, GET OUT OF THE HOUSE into fresh air. Call 911. Be ready to give rescue breathing if needed.

c. Clothes on fire Remember; STOP, DROP, ROLL, and COOL. Call 911

d. Drowning using nonswimming rescues (including accidents on ice) Remember; REACH, THROW, ROW. Never endanger yourself. Call 911

**4. Show three ways of attracting and communicating with rescue planes/aircraft.**

Remember the rule of 3: Three of anything – visual or audible – repeated is a distress signal. Three fires arranged in a triangle. Use green wood or weeds during the day to make it smoke. Arrange clothes, blankets, sleeping bags, etc., to make arrows or letters. Know how to signal with a mirror.

**5. With another person, show a good way to move an injured person out of a remote and/or rugged area, conserving the energy of rescuers while ensuring the well-being and protection of the injured person.**

**6. Do the following:**

a. Tell the things a group of Scouts should be prepared to do, the training they need, and the safety precautions they should take for the following emergency services:

**1. Crowd and traffic control**

Be prepared to do: Assist local officials in charge with the orderly movement of people within a designated area.

Training they need: ALWAYS done under the supervision of officials in charge.

Safety Precautions: Wear reflective safety vests. Have a flashlight or lantern. Use barricades, caution tape, cones, etc., as barriers when available.

**2. Messenger service and communication**

Be prepared to do: Assist with establishing and maintaining reliable communications. Travel distances between locations. Operate amateur radio equipment.

Training they need: Amateur radio license. Knowledge of the area.

Safety Precautions: Wear a reflective vest. Carry a personal first aid kit, flashlight, map, paper and pen/pencil. Have communications device if possible. Always travel with a buddy.

**3. Collection and distribution services**

Be prepared to do: Help distribute food, water and essential supplies to victims.

Training they need: Practice your troop mobilization plan. Take part if community exercises and drills.

Safety Precautions: Wear distinctive uniform. Work in teams under the direction of a community leader.

**4. Group feeding, shelter, and sanitation**

Be prepared to do: Work in a shelter assisting others. Setting up sleeping areas, cooking meals, serving meals, cleaning the kitchen area. You may not have a prepared kitchen – you may have to set up your “camp” cooking plan.

Training they need: Field sanitation rules. Cooking over fires, camp stoves, grills – as well as kitchens.

Safety Precautions: Always work under adult supervision in a shelter. Sanitation and cleanliness is very important. Always work with a buddy in the shelter – never alone.

b. Identify the government or community agencies that normally handle and prepare for the emergency services listed under 6a, Indiana Department of Homeland Security and each County has a Homeland Security or Emergency Management Office.

and explain to your counselor how a group of Scouts could volunteer to help in the event of these types of emergencies.

Have your Scoutmaster call the Emergency Operations Center (when activated) or have your Scoutmaster contact your District Executive and/or District Commissioner when directed.

c. Find out who is your community's emergency management director see chart put her/his name here:

and learn what this person does to **prepare, respond to, recover from, and mitigate and prevent** emergency situations in your community. Prepares and maintains a Comprehensive Emergency Management Plan for the community. This plan brings together all of the other emergency and public safety plans of the various departments and agencies which are responsible for preparing the community for the unexpected; responding to emergency situations; works with local government and citizens to recover and rebuild from the effects of the emergency; and helps to develop, recommend and manage actions which would reduce the amount or severity of damage in future emergencies (mitigates). In addition to the plan, is responsible for a variety of actions (training and exercises) which help to lead the coordinated effort of preparedness for the community.

Discuss this information with your counselor and apply what you discover to the chart you created for requirement 2b.



c. Prepare a personal emergency service pack for a mobilization call. BRING IT WITH YOU TO THE COURSE! See Troop Mobilization Plan for content ideas.

Prepare a family kit (suitcase or waterproof box) for use by your family in case an emergency evacuation is needed. Explain the needs and uses of the contents.

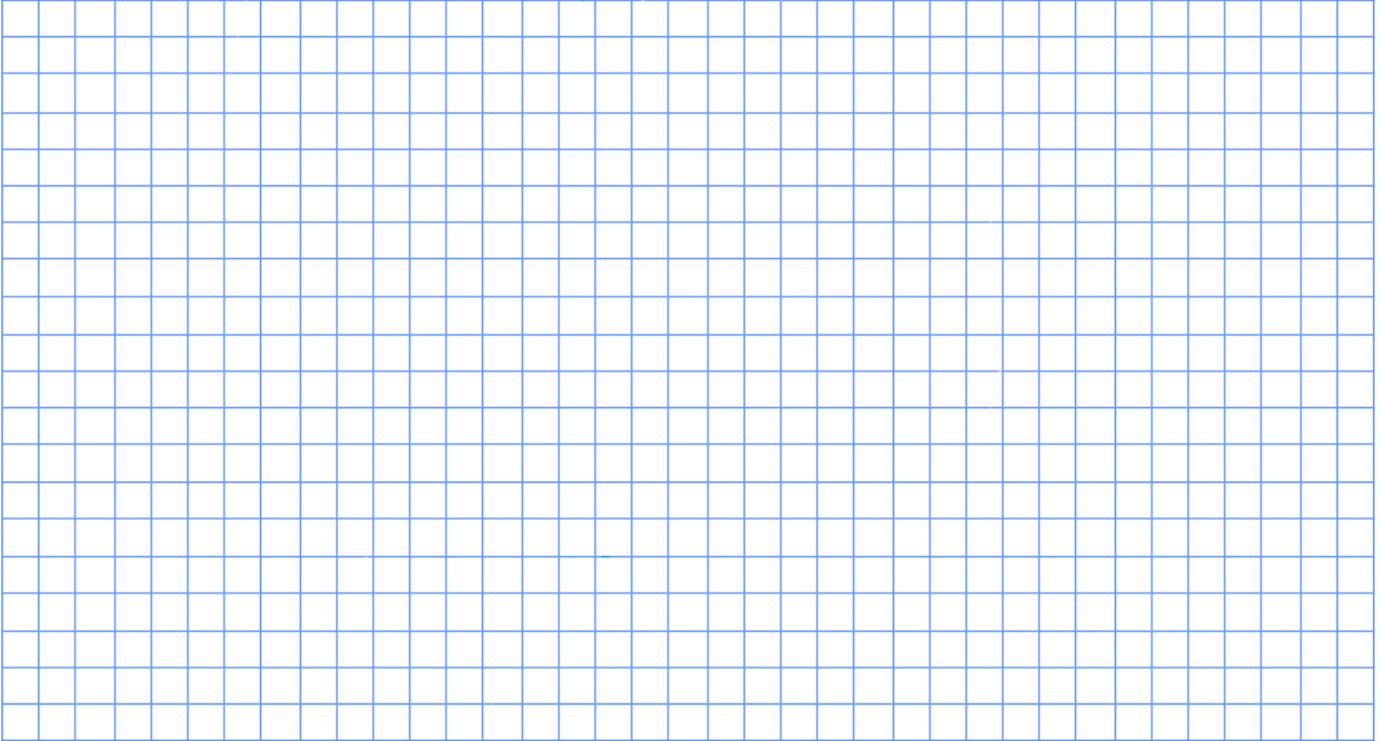
DO NOT BRING THIS WITH YOU! Bring a list of the items with you, be prepared to talk about it, have your parents initial this requirement once completed.

Visit Ready.gov for family planning ideas.

9. Do ONE of the following:

a. Using a safety checklist approved by your counselor, inspect your home for potential hazards. Explain the hazards you find and how they can be corrected. (Sample Home Safety Checklist)

b. Review or develop a plan of escape for your family in case of fire in your home.



c. Develop an accident prevention program for five family activities outside the home (such as taking a picnic or seeing a movie) that includes an analysis of possible hazards, a proposed plan to correct those hazards, and the reasons for the corrections you propose.

Activity:	Possible Hazards:	Plan to correct:	Reasons for corrections:
_____	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
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**Online Resources** (Use any Internet resource with caution and only with your parent's or guardian's permission.)

- ▶ [scouting.org](http://scouting.org)
- ▶ [Scout](#)
- ▶ [Tenderfoot](#)
- ▶ [Second Class](#)
- ▶ [First Class](#)
- ▶ [Rank Videos](#)
- ▶ [Merit Badge Requirements](#)
- ▶ [Advancement Policies](#)
- ▶ [Guide to Safe Scouting](#)

Merit Badge Books: [www.scoutstuff.org](http://www.scoutstuff.org) Please don't post workbooks on your site. Please instead post these links:

MeritBadge.org: <http://meritbadge.org/wiki/index.php/MBW> -or- usscouts.org: <http://www.usscouts.org/mb/worksheets/list.asp>

### **Requirement Resources**

These resources and much more are at: [http://meritbadge.org/wiki/index.php/Emergency\\_Preparedness](http://meritbadge.org/wiki/index.php/Emergency_Preparedness)

1-9 [American Red Cross](#) - "[After a Disaster](#)" Series of Publications - [FEMA](#)

1. [First Aid Merit Badge](#)

2. [Natural Disaster Program for Families](#) - "[After a Disaster](#)" Series of Publications - [American Red Cross](#) - [Disaster Safety](#) - [NFPA Natural Disasters Link](#)

2b. See the chart above.

2d. [Swimming](#) Merit Badge

4. [SARBC - Survival: Signalling for Help](#)

4b. [FEMA](#)

8. [Emergency Preparedness Kit](#) - [NFPA Emergency Preparedness Kits](#)

9a. The BSA Safety Checklist you need is in the [Emergency Preparedness Worksheet](#)

9b. The graph paper you need is in the [Emergency Preparedness Worksheet](#)

9c. A blank accident prevention program is in the [Emergency Preparedness Worksheet](#).

### **General Resources**

EPA: <http://www.epa.gov/>

National Weather Service: [National Weather Service](#)

Lightning Survival: [http://www.usscouts.org/usscouts/profbvr/lightning\\_safety/index.html](http://www.usscouts.org/usscouts/profbvr/lightning_safety/index.html)

National Fire Protection Association: <http://www.nfpa.org/>

## Sample Home Safety Checklist

*Sample Checklist for Requirement 9 a.* Check safety steps that being taking in your home. Write N/A if the item is not applicable. Items left blank may present a safety hazard. This list provides some sample safety steps you might take. See your Safety Merit Badge pamphlet and counselor for more information. Ask your parent or guardian before making any changes.

### Stairways, Halls, and Outdoor Steps

- Stairways with three or more steps have a strong handrail.
- Stairs/halls are kept free from boxes, toys, brooms, tools, etc.
- Gates at top and bottom of stairs prevent children from falling.
- The head and foot of stairs have no small or loose rugs.
- Stair carpeting or covering is fastened securely.
- Stairways & halls have good lighting, controllable at each end.

### Kitchen

- Matches are kept where children cannot get them.
- Knives & sharp instruments are kept in knife drawers or holder.
- Can openers don't leave sharp edges on cans.
- Disinfectants & cleaning products are out of reach of children.
- Pan handles are turned away from stove edges.
- Spilled grease, water, or bits of food are wiped up immediately.
- Pot holders are within easy reach.
- A fire extinguisher is mounted near the stove.

### Bathroom

- Tub and shower are equipped with strong handholds.
- Tub floor has non-slip surface.
- Poisons are marked, sealed shut, and out of reach of children.
- Medicines are out of reach of children in childproof containers.
- No one takes medicine in the dark.

### Attic and Basement

- Ladder is strong, solid, and sturdily constructed.
- Stairway is sturdy and well lighted.
- Children keep skates and play gear in a specific place.
- Walls and beams are free from protruding nails.
- Fuses or circuit breakers are the proper size.
- Rubbish & flammable materials are in covered metal cans.
- Wastepaper is kept away from furnace and stairs.

### Living Room and Dining Room

- Furniture is placed to allow easy passage in an emergency.

- Before bedtime, furniture placement is checked for orderliness.
- Furniture and woodwork solid, in good repair, and free from.
- Fireplace screen fits snugly.
- Rugs are fastened or laid on non-slip pads.
- Rugs are kept from curling at their edges.
- Wax on floors is thoroughly buffed.
- Fire in fireplace is extinguished at bedtime.
- Candles are in stable holders and fully extinguished after use.

### Bedroom

- Smoke alarm has fresh battery or electrical connection & is tested regularly.
- Carbon monoxide detector has fresh battery or electrical connection and is tested regularly.
- Furniture placement for clear passage between bed and door.
- Light switch or lamp is within easy reach from bed.
- A night-light illuminates bedroom or hall.
- Bureau and dresser drawers are closed when not in use.
- Bar across bunk beds helps prevent falls.
- Children are taught not to lean against windows or screens.
- Sturdily screen low windows to prevent children from falling.
- Smoking in bed is prohibited.
- Gas and electric heating devices are turned off at bedtime.

### Nursery

- Bars on cribs are closely spaced.
- Crib is approved by Consumer Products or similar.
- Crib is free from sharp edges or corners.
- Sleeping garments and covers keep baby warm without danger of smothering.
- Pillows are kept out of bassinet or crib.
- No thin, plastic material is in or near the crib.
- Children are taught not to give marbles, etc. to younger children.
- Toys are sturdy & have no sharp edges.
- Nontoxic paint is used on baby furniture and toys.
- All houseplants are nonpoisonous.

**Sample Home Safety Checklist** (page 2)**Stoves, Furnaces, and Heaters**

- Stoves are away from curtains.
- Stoves & furnaces are inspected & cleaned annually.
- Gas burners are properly adjusted and free from leaks.
- Gas water and space heaters are equipped with vents or flues.
- Water heater or boiler has a safety valve & is checked yearly.
- Flames of gas burners are protected from drafts.
- Insulating shield protects woodwork within 18" of furnace, etc.
- Keep flammable materials away from stoves, furnaces, etc.
- A wrench is stored near the shut-off valve of outside gas line.

**Porch, Yard, and Garage**

- Railings and banisters are sound and inspected periodically.
- Steps and walks are kept free from ice and snow.
- Yard/play space are free from holes, stones, glass, etc.
- Tools and dangerous articles are out of reach of children.
- Dangerous products & chemicals are kept in original containers in locked storage areas.
- Wires and low fences are brightly painted or clearly marked.
- Wells, cisterns, and pits are kept securely covered.
- Disposable materials are not burned outside.
- An area is marked off in the garage for bicycles, wagons, etc.
- Lawn mower is equipped with proper safeguards.

**Workshop**

- Good ventilation exists, especially when sanding.
- Safety goggles and/or face mask are available, with eyewash.
- Baking soda is kept handy to neutralize acid burns.
- All electrical tools are either three-wire or double-insulated.
- Work area is well lit & free of clutter, scraps, rags.
- All tools have a place & are in their place.
- Guards are in place on all power tools.
- A push stick is available for use with power saws.

**Electrical Devices and Fixtures**

- Electrical fixtures and appliances are located & used beyond arm's length of the sink, stove, tub, shower, or other grounded metal unless outlet is protected by a ground-fault interrupter.
- Do not touch electrical fixtures or appliances with wet hands.
- Disconnect seldom-used appliances when not in use.
- All pull-type sockets have an insulating link.

- Household appliances are disconnected before repairs.
- Unused, open, screw-type sockets are plugged closed.
- Frayed or worn electric cords are promptly replaced.
- Long trailing cords are not in evidence.
- Cords are kept out from under rugs, doors, and furniture.
- UA-approved extension cords are the proper size.
- Children are taught never to touch electric sockets or fixtures.
- Fuses are adequate for the load and are not bypassed.
- Circuit breakers are not overloaded.

**General**

- At least one smoke detector in each bedroom & garage.
- Everything has a place and is in its place.
- Stepladders are in good repair and stored out of the way.
- Window screens and storm windows are securely fastened.
- Guns are stored unloaded and in locked cases.
- Guns and ammunition are stored separately.
- Children are permitted to use only blunt-end scissors.
- Housework clothing has no drooping sleeves, sashes, or frills.
- Shoes worn for housework have low heels.
- All shoes are in good repair.
- Kerosene, gasoline, paint thinners, and other volatile materials are stored outside in special, clearly marked metal containers.
- Oil mops, dust rags, painting equipment, and other oily materials are stored outside in open metal containers.
- Everyone turns on a light before entering a dark room.
- Matches are extinguished before they're thrown away.
- Children are never permitted to play with matches.
- Fire extinguishers are readily available.

**For Emergency**

- Know how to get emergency help (911, poison control, etc.).
- Be able to find water, gas, & electric shutoffs. Check annually.
- First aid kit approved by your doctor/American Red Cross.
- Know basic first aid procedures.
- Have a fire escape plan from your home.
- Emergency water supply.
- Handheld flashlights readily available.
- In earthquake-prone areas, make sure that the water heater and bookcases are bolted to the walls.