### Family Preparedness Plan: Home Base

Rank these demons according to which are our home’s biggest bugaboos. The worst culprit is a “1.”

- _____ Clutter
- _____ Disorganization
- _____ Lack of routine

Addressing all three is important to establish a calm and orderly home, but we may want to tackle our worst enemy first.

**Declutter room by room:**

*Empty (empty out)—Assess (toss, donate, keep, store)—Separate (classify)—You (customize)*

<table>
<thead>
<tr>
<th><strong>Living Room</strong></th>
<th><strong>Family Room/Den/Bonus Room</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Cupboards</td>
<td>☐ Cupboards</td>
</tr>
<tr>
<td>☐ Shelves</td>
<td>☐ Shelves</td>
</tr>
<tr>
<td>☐ Drawers</td>
<td>☐ Drawers</td>
</tr>
<tr>
<td>☐ Tabletops</td>
<td>☐ Tabletops</td>
</tr>
<tr>
<td>☐ Other storage containers and furnishings</td>
<td>☐ Other storage containers and furnishings</td>
</tr>
<tr>
<td>☐ Windowsills</td>
<td>☐ Windowsills</td>
</tr>
<tr>
<td>☐ Other _____________</td>
<td>☐ Other _____________</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Kitchen</strong></th>
<th><strong>Bathroom #1</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Cupboards</td>
<td>☐ Cupboards</td>
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<tr>
<td>☐ Shelves</td>
<td>☐ Shelves</td>
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<tr>
<td>☐ Drawers</td>
<td>☐ Drawers</td>
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<tr>
<td>☐ Countertops</td>
<td>☐ Countertop</td>
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<tr>
<td>☐ Refrigerator</td>
<td>☐ Other storage containers and furnishings</td>
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<td>☐ Other storage containers</td>
<td>☐ Windowsills</td>
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<tr>
<td>☐ Pantry</td>
<td>☐ Windowsills</td>
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<tr>
<td>☐ Windowsills</td>
<td>☐ Other _____________</td>
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</tbody>
</table>
Putting the pieces together

- Make a Grab-n-Go Binder:
  - Assemble vital documents as listed on page 118.
  - Scan the information and store it on CDs and/or flash drives.
  - Put either a CD or a flash drive in your Bug Out Bag.
  - Store the binder in a safe place.

- Organize pantry:
  - Group similar foods and supplies together.
  - Store by use.
  - Organize The Big Three: wheat, rice, and beans.
  - Begin a pantry inventory on paper or an Excel spreadsheet.

- Organize nonedibles.

- Store all seasonal items in labeled containers. Keep them in a remote location, such as an attic or a storage shed.

- Make a video of our home’s contents and store it in a safe place.

Establish family routines

- Our family’s medical emergency plan:
  - What constitutes a medical emergency:
    __________________________________________
    __________________________________________
    __________________________________________
  - Person to call 911:
    __________________________________________
  - Person to follow instructions from 911 operator:
    __________________________________________
  - Other delegated tasks:
    __________________________________________
    __________________________________________
    __________________________________________
    __________________________________________

- Household routines for children to learn:
  - Preparing meals
  - Handling family finances
  - Laundry routine
  - Family trash routine
  - Caring for pets
  - Housecleaning, room by room
  - Outdoor responsibilities
  - Caring for younger children
  - Handling routine health issues